NEIGHBOURHOOD SUPPORT NEW ZEALAND INC

DRAFT MINUTES OF THE DISTRICT REPRESENTATIVE FORUM

Monday 21 October 2019,
Rooms 2 & 3, Level 15, Police National Headquarters
180 Molesworth St, Wellington

PRESENT: Louise Grevel (Chair), Peter Marks (Vice Chair), Craig Yarndley (Treasurer), Brendan Thomson (NSNZ Board), Colleen Brown (Counties-Manukau DR & NSNZ Board), Lois Scott-Muir (NSNZ Board), Annie Heem (Auckland DR), Jacqueline Hyde (Otago DR), Chris Smith (Waikato DR), Les Cresswell (Bay of Plenty DR), Claire Steer(NSNZ Board), Cathy Cameron (Wellington DR), John Roberts (Eastern DR), Debra Hasson (Canterbury DR).

IN ATTENDANCE: Tess Casey (NSNZ CEO), Kelsey Scarr (NSNZ Community Advisor), Alivia Prattas (NSNZ Comms & Marketing Advisor), Brent Register (NZ Police)

APOLOGIES: Shelley Henderson (Northland DR), Katy Steele (Tasman DR).

#	Item
1.	**Welcome** Louise welcomed everyone. She explained that John and Debra had flight delays so would be arriving late and Katy's flight had been cancelled. She also welcomed Annie as the new District Rep for Auckland, replacing Avon.
2.	**Round Table** Everyone was invited to introduce themselves and provide a short update about what is happening in their district. *Peter Marks (NSNZ Vice Chair and DR for Central Districts)* • New Deputy District Rep – Alison Jardin (Palmerston North). • South Taranaki NS – numbers increasing, have made a toy train that they rent out to the community and is proving popular. • Palmerston North NS – have employed a new field officer - Alison, moved from PN Central Police Station to Highbury and enjoying the change, rebuilding committee and relationship with PNDC. • Ruapehu – numbers steady, planning a White Ribbon Day Community event. *Alivia – Marketing and Comms (NSNZ)* *Kelsey – Community Advisor (NSNZ)* *Brendan Thomson – NSNZ Board* *Jacqui Hyde – Otago DR and Mosgiel NS* • New to role

	• Jacqui and Lois have done a trip to Central Otago. NS up there have purchased engraving tools so can provide engraving of tools for tradies as there have been a number of burglaries in the area. • Mosgiel – Scam Savvy workshops are popular. • Middlemarch – helping Police fundraise for AUDs *Colleen Brown – NSNZ Board and Counties Manukau DR* • Pukekohe – Set KPIs at AGM, work as team and great relationship with Police. • Otara – Thriving Otara initiative – This involves Talk Live, a weekly Facebook show involving interviews with Police who give stats and answer questions. Gun control, family harm, emergency strategies etc have all been covered. • Manurewa – data cleaning their database and have employed someone to do it. Working with Schools project getting off the ground. Clendon Pride has been linked in and doing a driveway project with Housing NZ homes who have shared driveways. • Emergency Management project with Auckland Emergency Management. Have been to visit AEM HQ to educate people about what happens in an emergency. *Lois Scott-Muir – NSNZ Board and Otago NS Coordinator* • Otago NS have 70 hours paid staff time, which helps • Good relationship with DCC and Police • Defib project – has been good to work with Middlemarch community • Succession planning as Lois is reducing hours, but will stay involved with funding *Les Creswell – DR Bay of Plenty* • Recently met with Louise and Tess to discuss BoP membership questions. Their executive has accepted the decision and will discuss with the full in November. Will update District Constitution when NSNZ one is updated at this AGM so that they align. • Continue to have District meetings and have workshops at the same time. Proving to be beneficial. • Mangakino has just joined as Associate Member. • Been developing NS in Opotoki – had public meetings and wanting to establish NS across whole town. Very enthusiastic but having a few teething problems. • Lucky to have Inspector Phil Gilbanks on board – very supportive and helping build relationship with local police. • Western BoP – looking for coordinators in Mount Maunganui area. Fast growing area. • Numbers increasing Rotorua and Taupo • Funding is difficult – Councils are cutting funding back.

	Annie Heem – Auckland NS and DR • Annie has been involved with NS since 2009 and has recently taken over from Avon as DR. • Looking at separating out Auckland into different Police areas. • Working with Waiheke Island Police to get NS set up over there. • Auckland Council happy to promote new logo. • Joining with Waitakere to host public event. *Chris Smith – Waikato DR* • Waikato covers a large area • Over last 6-12 months been big change to District. Now have 9 active groups with six new ones setting up, and lots of enquiries. • Recently held a public meeting in Waihi, and should get three new groups starting. • Applied for funding to rebrand whole district with new street signs. • Three groups have paid coordinators and have greater capacity and it makes things easier. • Hamilton event- Everyday Heroes at Te Rapa. Very successful. • Building successful relationship with Police – now attending their meetings. Local Police didn't know how NS works. • Kelsey thanked Chris for all his work in setting up new groups and communication with National Office. *Claire Steer – NSNZ Board and Pauanui NS* • Good relationship with Police. Nearest Police station is some distance away so they are happy to have NS as their eyes and ears in the area. *Cathy Cameron – Wellington DR* • Wellington coordinators are all fairly new. • Database is the biggest joint challenge. Looking at joining forces and getting Gets Ready across the Wairarapa area. • Kapiti – ASK is no longer holding NS contract and it's currently being maintained by NS Wellington/Porirua. • Wairarapa – coordinating with a lot more agencies and looking at developing joint events calendar and working together more as an area. • WeConnect – waiting to hear who will be provider for resettlement contract. They have partnered with Red Cross to put in a tender. South Canterbury NS is keen to pick up the model and Cathy has been working with them. *Craig – NSNZ Treasurer* Tess provided updates on behalf of Katy (Tasman) and Debra (Canterbury) who were unable to make it: • *Tasman* – looking at greater collaboration between NS organisations in district.

	• *Canterbury* – Debra had provided a written report which Tess read out. *Louise Grevel – Waitemata DR and NSNZ Chair* • Good relationships with Police and Civil Defence • The district has a mix of urban and rural areas • Work well with Community Patrols • Working more closely with FENZ and seeing lots of synergies • All coordinators in District are paid • Databases – everyone working hard on cleaning databases • Louise has been trying to get to all local NS committee meetings • Brand positivity – everyone loving new look • Vertical neighbourhoods – learning process about how to engage with people who live in apartment buildings etc. Forming relationship with Fletcher Building. • Sirens and Sounds event with NS Auckland coming up. • Promoting NS by attending big community events e.g. Diwali
3.	**NSNZ Update** Tess, Alivia and Kelsey provided an update (see attached presentation). They asked for feedback on some new initiatives: • Resources – Annie advised that she had received feedback that the te reo title on the new A5 booklet should be in sentence case not all capitals. • Learning & Development Workshops – there was good feedback about the proposed new workshops and agreement that the topics were relevant and useful. • NSNZ Awards - National Campaign – it was agreed that a simple and easy national campaign would be best and that we will approach a PR company for advice about this. • Website – Alivia provided a look at the new NSNZ website, which will hopefully go live next week.
4.	**NSNZ National Awards 2020** The proposal to hold District Awards linking to National Awards was discussed and outlined. 1. The three categories will be: a. Champion b. Partner c. Project of the year d. Plus an overall Winner from the three winners of the categories. Guidelines for running the Awards will be provided by National Office. 2. 12 Districts will run their Awards between April - August 2020.

	The Districts will select winners in each category. These go forward as the finalists for the National Awards. Districts will let their finalists know that their names will be going forward to our National Judging Panel for judging purposes and fingers crossed, they may hear from them if they have been selected to attend the Awards ceremony in Wellington in October. 3. A National Judging Panel will review the finalists and select winners. Awards will be presented at an event in October which aligns with our AGM. 4. Kelsey & Lois will investigate sponsorship and funding options with a view to securing funding around $25,000 for the event. 5. There was some discussion about funding winners to attend the event. This may be determined by how much funding can be secured. 5. It was agreed to form a Sub-Committee to work with National Office on the Awards. This will be made up of Lois, Louise, Colleen, Annie and Chris.
	Lunch
5.	Inspector Brent Register was welcomed to the meeting. He introduced himself and his role. Reg will let us know who the Area Prevention Managers are in each District.
6.	**Professional Development for District Reps** District Reps were invited to suggest areas where they would like some professional development to assist them in their role. Suggestions included: • Key messages and statistics to use in funding applications • How to tell your story • Health and Safety and VCA Policies
7.	**General Business** 1. The importance of local government relationships was discussed. It may be useful to invite Local Government NZ to talk to a future DR Forum. 2. Funding – there is some inconsistency in how local Lotteries committees set their criteria. One District has been told that the local NS does not meet their criteria, while others get significant Lotteries funding. Tess will ask DIA about this. 3. Markat - Colleen raised concerns about the damage to reputations caused by Markat, who use aggressive tactics to get people to advertise in NS publications. Counties-Manukau District has suggested that NSNZ advises members to no longer use them. Some members rely on the income so it was agreed that each DR would go back to their District to ask for feedback and any specific complaints about Markat. 4. Gets Ready – Chris asked if anyone else had experienced changes with Gets Ready. Tess and Chris will discuss his concerns.
8.	The meeting closed at 1.45 pm

Appendices:

- NSNZ Update presentation