

Agenda item 7 (ii)

Communication Working Group notes Monday 2nd September 2013

Present: Jackie Longworth, Alan Aburrow, David Mayer, Sheila Preece, Alan Preece, Andrew McGrath

Apologies: Simon Tomlinson, Gay Huggins

- Andrew investigating the pull-up banners for the NP. Farhan, before he left, had been obtaining quotes and discussing designs. Andrew is now following up on this work and will report back to the group as soon as possible.
Action: Andrew
- Ads for Bristol9 magazine. Andrew to find out publication dates and submit copy. Will pass by the group before submission. **Action:** Andrew. **Afternote:** Deadline date for the October edition is 21st September.
- Following previous discussions, Andrew informed the group that Russell Knights of Knowle West Media Centre, is willing to come to the NP and work through all the concerns and queries of the group relating to the NP's website. The group was asked to think about what they would like Russell to go through with them. **Action:** Group to pass questions/queries to Andrew as soon as possible. Andrew will liaise with the group on dates and venue for the training session. W-o-T Library is a possibility. **Action:** Andrew
- A brief discussion was held regarding e-newsletter formats and potential confusion caused by the existence of the BCC NP web pages and the NP website. Andrew to investigate the status of the BCC webpages and report back. He may be in a position to request changes to the HSBWOT sub pages. **Action:** Andrew
- The group had a discussion on how Farhan will be replaced. Andrew explained that there will need to be a re-jig across

the whole Neighbourhood Development Officer (NDO) Team, as the numbers have recently reduced by 2 staff following the recruitment of 2 staff from temporary posts to permanent posts. The temporary vacancies will not be recruited to, hence the gap in NDO cover. The vacancies have mainly affected HSBWOT and Henbury/Southmead NPs. Andrew explained that there is about to be some work done to resolve these problems but emphasised that there is likely to be reduced cover across the city. The group wishes to know what percentage of the allocated NDO's time the NP will have. The amount of NDO time available has a significant influence on how the NP is able to market and communicate its work. Andrew will report back to the NP as soon as he is able to. **Action:** Andrew

- The group discussed the issue of NP resident reps needing to leave at the end of their tenures, as the Terms of Reference currently state. There is concern that this may lead to a sudden deficit of resident reps if not addressed. It was agreed that the Governance Working Group should meet soon to discuss making amendments to the terms of reference **Action:** Andrew to organise this meeting