



Engagement Group Meeting Minutes 10.00am 10/12/19

Tees Rivers Trust HQ, Castlegate Quay, Moat Street, Stockton on Tees, TS18 3BB

In attendance	Ben Lamb , Tees Rivers Trust; Graham Clingan Stockton Borough Council; Clare Deasy , Northumbrian Water; Rachel Murtagh TVNP
Apologies	Lucy Chapman , Groundwork Trust
Chair	Paul Clarke , Middlesbrough Borough Council
Secretariat	Louise Richards , Tees Valley Nature Partnership

Agenda Item	Notes	Actions
EG/01.02.19 Minutes of the last meeting		
EG/02.02.19 TOR	<ul style="list-style-type: none"> - Could we have a section at the end of section 2 with the members of the group 'who's on it and why they are there and then if it is open to addition'. - We could also use more explanatory text about group, membership and infographic of how we work 	<ul style="list-style-type: none"> - Need to make it clear that we are not talking to people directly, just passing on information to groups so that it can be passed on to the public - We need a section on how the groups are reviewed in the Terms of Reference. This could be in the general section of each one or in the general Terms of Reference. - We need to put the partnership's vision in all Terms of Reference and the groups aim in section 2 - What does the vision look like? We need to put the expected outcomes in the Terms of Reference. - We need to change the wording of the sentence 'engage with school groups etc.' to 'engaging with groups who then pass on the message to the public'

		<ul style="list-style-type: none"> - Need more on the relationships between the partnership and the groups and how they work 'co-ordinating local groups to reflect the vision and aims'
<p>EG/03.02.19 Baseline</p>	<ul style="list-style-type: none"> - Should we look at it as a project, or more as a long-term self-sustaining entity for the future engagement of people? - We need a baseline of the volunteers and members for all member groups. - It's not just about numbers, it's about level of engagement we need to try to get a measure of this. - There was discussion over whether we needed to assess a baseline of engagement with nature in the general public as well as with the member groups, however it was decided that as this was not totally under our control we could be taking credit for work that was not our own. - If we can capture what we've got now, how many members the current engagement they have now, we can see our improvement - Our main aim is to provide support to groups so they can grow and flourish - If we have 42 members now, then if in three years' time we've increased this to 60 and they have more members who are more engaged then we have achieved success 	<ul style="list-style-type: none"> - We need to send out a questionnaire to all our member groups to get a baseline now. - We could send the same questionnaire to each organisation: how many volunteers? How many are very engaged? Where are you on level of engagement? How many schools do you engage with? How many people come to your events in a year?
<p>EG/04.02.19 Future Engagement</p>	<ul style="list-style-type: none"> - Social media is going to be really important for this as it's a way to communicate things almost instantly and a way for partners both large and small to see and share work. - It would be useful to offer training in social media to our member groups as well as for the engagement group. 	<ul style="list-style-type: none"> - We need a comms strategy and a marketing strategy. - We need to work out What social media expertise do we need? Have we got this expertise? What resources have we got? How do we incentivise for groups to collaborate on social media?

	<ul style="list-style-type: none"> - Need to give member groups a good reason to be engaging on Social media and sharing things - How do we prevent isolating groups who don't have websites and social media? <ul style="list-style-type: none"> ▪ They are groups that just exist, if they still exist in 3 yrs. time this is a win ▪ Perhaps another question for the survey we send out - Could we involve more businesses engaged with the partnership, how do they contribute through workforce and engagement work and what do we get out of this <ul style="list-style-type: none"> ▪ Focus on this next meeting - Youth Panel <ul style="list-style-type: none"> ▪ Active youth group Stockton council Bright minds big futures, all the council's youth groups ▪ Age groups? 12-20's, narrow this down to 16 to 24 ▪ Could we ask the university to steer it? Would it be possible it could be incorporated into a course? - Small Grants <ul style="list-style-type: none"> ▪ Would it be better to split it once or twice a year? 	<ul style="list-style-type: none"> - Question for the steering group, how we use social media, is there the expertise in the partnership to train us and other groups. - Members day/workshop focus on the key issues <ul style="list-style-type: none"> ▪ We must have a baseline engagement before this - Talk to Lucy Chapman and Paul Black about small grants - Could we just set it at £12,000 for the year so it could be quarterly, but it could just be a one time a year if you get enough applications
<p>EG/05.02.19 What next?</p>	<ul style="list-style-type: none"> - 2nd Tuesday or Thursday of the Quarter - Morning 10-12 - In the Tees River Trust Offices 	<ul style="list-style-type: none"> - Need a focus for each meeting: Youth, Business etc - Identify four broad topics one for each meeting and focus on those issues for each meeting - Have an agreement before each meeting
<p>EG/06.02.19 Date and location of next meeting</p>	<p>10.00am – 12.00pm Tuesday 10th March 2020 Tees Rivers Trust HQ, Castlegate Quay, Moat Street, Stockton on Tees, TS18 3BB</p>	