

Heritage Crime Special Interest Group

6 March 2023 at 10.30am

Online – Teams meeting

Minutes

Present: Alex Bliss (Secretary), Aisling Nash (Treasurer), Alison James (Ordinary Committee Member), Paul Jeffery (Chairperson), Jenny Kent (Ordinary Committee Member), Megan Keates (Cifa Groups Co-ordinator)

Agenda Point		Action (Initials)
1.	<p>Apologies No apologies</p>	
2.	<p>Committee membership</p> <p>The group has received some expressions of interest in committee membership: Annie Partridge, Peter Reavill, Jonathan Berry and Zoe Arthurs.</p> <p>A brief discussion was held on committee membership:</p> <ul style="list-style-type: none"> • Should consider inviting committee membership from Scotland and Northern Ireland to be as central and representative as possible. • Suggestion that outside of committee membership, representation should be disciplinary/inter-departmentally based as well as geographically. • Get the group up and running and then think of broadening the avenues such as border force, police etc. 	<p>AB: contact those individuals who expressed an interest in sitting on the committee.</p> <p>AN: forward contact details to AB.</p>

<p>3.</p>	<p>AGM and Promotion</p> <p>Discussion on AGM and promotion:</p> <ul style="list-style-type: none"> • 6 weeks at least is required for promotion to the membership, ideally more. Suggested that the ClfA conference (19th-21st April) could be a useful platform to promote the SIG given that some committee officers are attending in a work capacity. • Some promotion could be done through flyers and conferences but it might be challenging to facilitate a full exhibition stand. • All officers and committee members agreed that it was probably impractical to hold the inaugural AGM prior to or in conjunction with the conference but that some outreach/promotion was achievable. • All members agreed that it would be useful to produce a leaflet with a QR code which directs to the ClfA groups page as well as a group banner. • MK confirmed that a Twitter account and Facebook page could be created for the group. 	<p>Inaugural AGM set for mid-May. MK confirmed date and time for AGM is 15th May at 2pm.</p> <p>Conference packs to be put together (similar to those used by MASIG).</p> <p>MK: initiate social media accounts.</p> <p>AN: liaise with MK regarding a budget application for creating outreach material and promotion banner.</p>
<p>4.</p>	<p>AGM Planning</p> <p>A brief discussion on the AGM:</p> <ul style="list-style-type: none"> • Should be used as an opportunity to promote to the membership the value of the SIG and the opportunities for CPD/training which it offers. • Bookend the AGM – introductions of committee followed by AGM business and final part consist of recent heritage crime case studies. • A concrete plan isn't necessary – all that needs to take place is the election of committee members, the outlining of the group's 3-year plan and AOB. ClfA has templates for follow-up meetings which could be used. 	<p>AB: author text on SIG for a leaflet to distribute at the network event mentioned at the meeting.</p>

5.	<p>3-year plan</p> <p>A discussion on the 3-year plan was held:</p> <ul style="list-style-type: none"> • Should provide consultation and advice/expertise but also run practical events, workshops and activities in conjunction with other groups. • Could use the SIG to create professional embedded 'advisors' to police forces. • MK – confirmed that there should be 4 meetings in the first year – AGM in the spring with three other meetings in the summer, autumn and winter. • Plan should include the formation of working groups with a CPD output for members. 	<p>PJ: populate the 3-year plan table in full following preliminary suggestions from officers and will save it in the Onedrive folder pending feedback from the committee.</p>
6.	<p>AOB</p> <p>No further business raised.</p>	
10.	<p>Date of next committee meeting and future events</p> <p>Date of next committee meeting was confirmed as the 18 April at 2pm.</p>	