

NOTA NI Branch and Committee Plan

2017-2018

Mission statement and charitable objectives

NOTA is a charity committed to the prevention of all forms of sexual violence and abuse. Its mission is to reduce victimisation through the development of policy and practice with children and adults with harmful sexual behaviours, their families and communities. NOTA provides education, training and research to professionals in the UK and Ireland. NOTA influences public policy by offering advice and by promoting change in government, professional agencies, the media and wider society.

NOTA's charitable objectives are:

- To advance education for the benefit of the public, amongst members of the profession or persons working with or caring for sexual abusers or others having a legitimate professional interest in the field.
- To promote or assist in promoting research into the skills associated with the professions that work with or care for sexual abusers and into the efficacy of existing skills and practices and to disseminate the useful results of such research for the benefit of the public.

NOTA NI Branch/ Committee Challenges and Action Plan 2017-2018

		Owner	Timescale
Objective 1.	Extend NOTA's influence on both professional practice and public policy/education.	NI COMMITTEE	
Explanation/detail	We have sought to increase our external presence through regular communication to an established email group of those who have expressed an interest in the work of preventing sexual violence.		
Action 1.1	Organise annual branch AGM and two conferences/training events	Marcella Leonard & Training sub group	Training - April and November AGM - June
Action 1.2	Invite and encourage NOTA members to participate in local and national training events, to include promotion of ROI Branch events	Paul Stephenson	5 times per yr
Action 1.3	Communication of our local events on the national website and NOTA newsletter.	Paul Stephenson	As and when required
Action 1.4	Encourage members and other NI contacts to contribute to the Journal of Sexual Aggression and NOTA News	Yvonne Adair	Once a year
Action 1.5	Collaborate with Republic Branch for a All-Ireland Conference 2017	Marcella Leonard & Training sub group	Completed
Action 1.6	Maintain and promote meetings of Sexual Aggression Journal Club across the province	Val Owens, Yvonne Adair, Bob Webb, Stephen Sherry	4 per year
Action 1.7	Contribute to National NOTA responses to relevant Government and statutory consultations	Committee sub group to be established	As and when required
Action 1.8	Nominate a NI representative to national policy and practice sub group.	Val Owens	3 tele-meetings per year
Action 1.9	Nominate a NI representative to national training sub group.	Marcella Leonard	3 tele-meetings per year
Action 1.10	Contribute to National NOTA social media group to help develop a social media strategy in relation to the use of facebook and Twitter.	Paul stephenson	3 tele-meetings per year

Financial implications & requested resources	Non Anticipated as conference planned to make a profit or at least break even. Cost of journal club will be kept under £60 per event (some totally free) and cost will be covered by income generated from conferences.		
Objective 2.	Increase Membership numbers and Diversity	NI COMITTEE	
Explanation/ detail	Work to retain current membership, with target to increase by 5 this year. Branch has expressed concern that cost of individual membership has been factor in reduction	NI Committee	
Action 2.1	Increase links with Queen's and Ulster Universities	Val Owens Yvonne Adair	Ongoing
Action 2.2	Monitor membership to identify gaps in diversity	Paul Stephenson	3 times per year
Action 2.3	Engage with Health & Social Care Agencies and community groups to reflect the cultural diversity in NI to raise awareness of NOTA and encourage participation. Promote benefits of membership at all local branch events	Marcella Leonard Noreen McBride NI Committee	Ongoing
Action 2.4	Promote benefits of membership all Branch events and through email communication	Yvonne Adair as chairperson	Standing requirement at all NOTA events. Email communication twice per year
Action 2.5	Monitor diversity of membership and committee representation.	NI Committee	Ongoing
Financial implications & requested resources	Committee members volunteer time		
		Owner	Timescale
Objective 3.	The Maintenance of Financial Stability		
Explanation/ detail			
Action 3.1	Provide annual financial report to branch and national committee	Denis Ferguson	Quarterly updates provided to committee members.

Action 3.2	Review NI Branch activities annually and develop a business plan and budget based on agreed projected activities	NI Committee	Annually
Action 3.3	Generate and monitor income & expenditure against budget	Denis Ferguson	Quarterly
Financial implications & requested resources	NOTA NI continue to contribute to a significant surplus of approx. £20K	NI committee	Quarterly
Objective 4.	Ensure good governance arrangements		
Explanation/detail	Work within National NOTA governance guidelines and increase collaboration and cross branch working.	NI committee	Ongoing
Action 4.1	Maintain quarterly meeting structure	NI committee	Quarterly
Action 4.2	Review business plan at each full branch meeting.	NI committee	Quarterly
Action 4.3	Review committee membership on an annual basis to ensure succession planning of officer bearer roles.	NI committee	Annual
Financial implications and requested resources			