



## **SETTING UP A NEIGHBOURHOOD WATCH SCHEME**

Thank you for expressing an interest in setting up a Neighbourhood Watch in your area. The Bromley Neighbourhood Watch Association (BNWA) Executive Committee will be pleased to answer any questions your group may have but, first, there are a few tasks that must be completed.

*Set your objectives* – Decide the issues, relevant to your area, you want your Watch to tackle.

*Consider the size of the Watch* – There is no upper limit but you should not aim too low. Around 50 homes is a manageable size for a Watch. If you live in a small cul-de-sac, for instance, consider including other, surrounding streets.

*Canvas your neighbours* – You should next contact the residents of your target area, personally or by mail drop to see how many are interested in forming a Watch.

*Appoint a Co-ordinator* – The Co-ordinator is the key element of an effective scheme. The role includes maintaining the Watch and acting as a link with other Co-ordinators, the Police and BNWA. The Co-ordinator's duties include collection and circulation of Neighbourhood Watch material (e.g. newsletters, stickers, crime prevention advice) on a regular basis. The Co-ordinator should be prepared to hold occasional meetings of his or her Watch and encourage members to report suspicious activity. The Co-ordinator might want to consider creating and distributing a Watch newsletter, should be prepared to attend the BNWA Annual General Meeting and may want to consider serving on the BNWA Executive Committee.

*Consider Street Wardens* – Although delivery of material is rarely urgent, you may want to consider splitting the Watch into segments (about 30 homes each) and appointing a Street Warden for each segment. This way, the Co-ordinator distributes his or her local segment, plus single, bulk deliveries to the Wardens

*Organise a "Launch" venue* – Decide if the Watch is to be "launched". If so, arrange a date and time. The BNWA Executive Committee can provide details of where you can access launch material.

We look forward to hearing from you.

Yours faithfully

Bromley Neighbourhood Watch Association  
Executive Committee