

NEIGHBOURHOOD PANELS

Type – Guidance

What is it? – A neighbourhood panel is a public meeting to agree community priorities and give the community the opportunity to meet their local NPTs.

What do I have to do? – NPTs must arrange regular neighbourhood panel meetings and publicise the dates on their Blogs, along with any agreed priorities and action taken.

What is a Neighbourhood Panel?

A neighbourhood panel is an informal local public meeting. Members of the community can discuss issues that concern them with local police and partners. Joint decisions can be made as to which are the most important or pressing issues that need to be dealt with as a priority. These meetings are normally arranged and set up by the local Neighbourhood Policing Team (NPT).

Neighbourhood Panel meetings need to be organised as a stand alone event but can be part of another organisation's meetings programme.

How do I prepare for a Panel Meeting?

Panel meetings should be advertised in a variety of ways to attract a varied, local audience. Local media, posters and leaflets together with reference to KINs can help identify persons to invite. [A link to the communication tools \(eg poster templates\) to help with this can be found via the link to 'Communication tools \(marketing\)' on the home page of the NHP intranet site.](#)

The venue for the meeting should be one that is accessible to all who are likely to attend.

Meeting times should reflect the community being addressed and should not be limited to traditional weekday evening meetings as this will not suit everyone. It is important to agree a time period between meetings with those who attend. This will depend on the issues being raised and will be relevant to the area, they can range from every 4 weeks to 3 months.

How do I run a Meeting?

They should commence with a brief update from police and partners on results from issues identified at the previous meeting. The main agenda involves discussion on community identified issues suggested by those who have attended. A NPT officer lists the issues raised on a flipchart for all to see so attendees can vote at the end of the meeting on the issues they perceive to be the main priority. If a matter is raised which is specific for one agency to resolve then agreement needs to be reached on a timescale for that agency to resolve it and report back to the panel. The matter of concern achieving most votes is referred to as a Neighbourhood Priority Issue (NPI)

At the end of a meeting a date needs to be set for the next one so that the NPI can be tackled in the mean time and reported on at an agreed date.

Remember to add any priorities agreed at the meeting to your NPT blog.

If you have any feedback on the contents of this section, please email the Neighbourhood Policing Branch using their generic email account; Neighbourhood.PolicingBranch@sussex.pnn.police.uk