

Anywhere Neighbourhood Action Group

CONSTITUTION (Incorporating Terms of Reference)

1. Purpose of Group

A Neighbourhood Action Group (NAG) is a multi agency problem solving group consisting of relevant partner agencies, key stake holders but most importantly members of the local community. Each partner agency, key stake holders and those members of the community on the NAG will bring different skills and knowledge to the group enabling a more cohesive plan of action which is in the interest of resolving the priorities identified by the community. They are all brought together to plan and action the main concerns identified by the local community. By focusing on those concerns this will improve community safety, reassurance and reduce crime and disorder.

2. Terms of Reference

- To work with the Neighbourhood Policing Team and other agencies.
- Each member of the NAG should ensure that there is complete clarity of what is expected from them either as an individual or as a representative from the relevant agency and that demands are realistic.
- The NAG as a whole can apply pressure to agencies or individuals to take action as required and hold each other accountable.
- Assist in community engagement, through a number of means such as public meetings, surveys and workshops, thereby identifying community priorities.
- Assist in problem solving and decision making regarding police and partnership activity (including budget spends) when tackling identified community priorities and membership of stakeholder groups.
- Assist in environmental visual audits on the ward.
- Review community priorities throughout the year.
- Assist with crime prevention and community safety projects.
- Consider how community concerns may be addressed through the provision of information regarding work of partner agencies and voluntary groups.

- Ensure that the various agencies or individuals instigate their assigned actions promptly.
- During the NAG meetings it is natural that certain issues may be raised whereby individuals within the community will be named. Whilst some of the agencies on the NAG will be signed up to the data sharing protocols others are not and as a consequence there must be some degree of confidentiality. It is therefore incumbent on all members of the NAG not to disclose to any other person the details of any individuals discussed during the meetings.
- The NAG is based on outcome and action. It is not a talking shop nor is it a political platform.
- Minutes from the NAG meetings will be kept and all resulting actions will have an identified action leader.

3. Membership

The NAG should as far as is possible be representative of all neighbourhood communities and ethnic groups. The members of the group should elect a Chair annually.

The Group may comprise:

- Residents (to also include youth)
- Representative from Local Authority/District Council
- Representative from Housing Associations (RSLs)
- Youth Service
- Parish Councillor
- Councillor – Local Authority/District Council
- Teacher
- Business Community
- Licensee
- Neighbourhood Watch
- Neighbourhood Policing Team

If any member fails to attend meetings for a full year, the Group may review their membership.

The Group may authorise, the attendance of any individual or representative of any agency or organisation at meetings when the agenda indicates that their attendance would assist in the conduct of business.

4. Review of Membership

The Group will review its membership from time to time to ensure that it maintains as wide a representation of the local community as possible.

The Group shall also have the discretion to terminate the membership of any person who does not subscribe to the Group's aims.

5. Meetings

The NAG should meet regularly every 4 – 6 weeks throughout the year to achieve its aims.

6. Nominations and Election of Chair

Nominations for all elections must be:

- In writing.
- Signed by a proposer and seconder, both of whom shall be members of the group.
- Signed by the candidate giving his/her consent to stand for election and serve the group.
- Received by the current Chair at least 14 days before the date appointed for the Annual General Meeting.

7. Community Cohesion and Promoting Equality

The Group is a voluntary, non-statutory body.

The Group must be ever mindful that it serves a very diverse set of communities and that it has a commitment to equal opportunities.

Group members will ensure that it is inclusive in its approach to tackling community concerns by:

- Promoting equality of opportunity for all community groups to be represented, regardless of race, ethnicity or religious beliefs.
- Promoting equality of opportunity for all individuals to be represented, regardless of age, race or disability.
- Not being a member of another group or organisation whose aims (explicit or otherwise) include the promotion of racial, sexual or religious discrimination.

The Group shall have the discretion to terminate the membership of any person who fails to comply with the conditions outlined above.

8. Group Commitment to Constitution

Group members will be expected to sign up to the Neighbourhood Constitution and failure to do so will be a bar to their membership of the Panel.

Signed:

Group Member Name:

Date: