

## **Brief guide for Housing Officers and Police Beat Teams on how to set up a Street Champion Scheme**

1. Street Champions can be led by either the Housing Officers or Police Beat Teams
2. Ensure PACT meetings are in place. These will help to escalate any unresolved issues, and help to promote the work of the Street Champions
3. Nominate an area, either by evidence of need or interest from community members
4. Canvass interested members
5. Explain what the scheme is and how it works via 1-1's, small groups or PACT meetings, using the Street Champion FAQ's sheet to answer any common questions
6. Complete PNC/CRB checks on nominated Street Champions
7. Street Champion Registration Form to be completed and PNC/CRB check returned before Street Champion pack is handed out
8. Download the information for the pack from the Safer North Devon website ([www.safernorthdevon.co.uk](http://www.safernorthdevon.co.uk)) **ensuring that the PACT headed paper is used for this**. Please refer to your master copy of the Street Champion pack for layout
9. All registration forms, surveys, evaluations and community messaging forms are being kept by Police Beat Managers or housing officers for each Street Champion area. (This will be collected by a Street Champion Administrator when in post).
10. Street Champions will need to be contacted at least 6 times a year either by the Police Beat Team, the housing officer or the Street Champion administrator volunteer. This is to ensure we receive regular feedback, including any questionnaires, and any updates regarding still being a Street Champion

**Resources required for the packs which are currently held at Bideford and Barnstaple Police Stations:**

- PACT headed Paper
- Folders
- A5 'Introduction to your Street Champion'
- Be Safe, Be Secure booklet
- Community Messaging Forms
- Safer North Devon leaflet – who we are
- Street Champion Bag
- Street Champion leaflets
- Street Champion posters

**What we require the Neighbourhood Beat Teams and housing officers to do:**

1. Promote the Street Champion scheme
2. Recruit new Street Champions
3. Feedback any issues or good practice
4. Be willing to speak with the press when required
5. Every quarter fax to Safer North Devon a list of current Street Champions, including those who have recently left the scheme. This is to ensure that we keep the database up to date

The Street Champion scheme contributes directly to the achievement of PACT priorities and delivery of the Policing Pledge, as well as helping the housing associations involve their communities in issues relating to their areas.

Please note that order of literature on the website is the order for the Street Champion packs