

A GUIDE TO SETTING UP A NEIGHBOURHOOD ATM WATCH



1.0 Introduction

ATM is the abbreviation for auto teller machine otherwise known as cash dispenser machine fitted into an outside wall of banks, shops or supermarkets and other places. Some are located within these buildings, but many are fitted to an external wall for the benefit of enabling easy public access to their cash 24 hrs. per day. These machines come under frequent attack by organized criminals.

A standard neighbourhood watch tends to have its members located along the length of a road, but a Neighbourhood ATM Watch will benefit with its members located surrounding the ATM location, otherwise called a Cocoon Watch. See 3.0 below. The specific objective is to look out for the ATM through natural surveillance, when sited nearby and 24 hours a day if possible. It will be a primary objective for the neighbourhood watch itself.

The aims and objectives of a Neighbourhood ATM Watch is to prevent attacks on ATM automatic teller machines by; -

- all those residing, passing by, or working nearby to keeping a look out and watch for the behavior of others acting suspiciously especially during the evenings, nighttime periods, and report immediately their suspicions and concerns.
- taking prompt action, if an attack does take place, all those living and working within proximity with sight and sound of the ATM location are willing to respond and call the police on 999 reporting what they see.

2.0 How to register your Neighbourhood ATM Watch.

A group of residents and any neighbouring local businesses are established as a network 'Cocoon' Neighbourhood Watch scheme through the registration of a standard scheme on the national neighbourhood watch database ourwatch.org.uk/join

Your scheme should have its own single point of contact, called the coordinator, they will register as a **coordinator** and select 'ATM Watch' when choosing which **interest groups** to belong to on the website by following these steps; -

On the page 'Members Area' follow 'What to do next'

Select - 'Your interests'

Select - 'Cambs Force Area'

Select - 'ATM Watch'

On registration the coordinator will name the Neighbourhood ATM Watch, e.g., Main Street ATM Watch or a name of their choosing to enable locals to *locate* it and ask to join *it* online.

3.0 Cocoon Watch.

Each member/households/business for that scheme will register on the same site and select **member** and follow the selection process shown above. This will allow the coordinator to send secure e mail messages to all those registered as members on his or her scheme and allowing them to reply.

This also allows for any area coordinators or Watch scheme admins to send messages to the membership.

The principle of a Cocoon Watch structure is followed, that is, with the locations of homes and any businesses surrounding the ATM in all directions but subject to the local environmental layout.

Members will be living or working in the streets/roads around the ATM in all directions geographically thereby making a circle or a surrounding protective envelope.

Single householders or nearby businesses may join Neighbourhood ATM Watch and remain as single members and not be part of a group. They will register as a single member on the same website.

4.0 Signage

An important preventative measure is the display of signage advertising the existence of a Neighbourhood ATM Watch. Advertising that the ATM is within a neighbourhood watch scheme and that people are likely to be watching the location, can act as a deterrent, increasing the risk of detection, thereby preventing the crime. Clearly, the more signs displayed the better. Street signs can be fitted to public street light columns, *at least* 2.1m from the ground, permission must be sought from Cambs County Council by completing an online form.

Click here to access the form. <https://cambridgeshire-self.achieveservice.com/service/Streetlightinglicenceforattachments> for when the scheme is in Cambridgeshire. Should a Neighbourhood ATM Watch be in the Peterborough City Council area then a blanket approval is in place and no application required.

Ideally, signs may be displayed directly next to the ATM, or as close as possible, on nearby walls or other fabric of buildings with permission of the owner or otherwise by the owner/building tenant.

Neighbourhood ATM Watch Street signs are available, also small, and large window decals, all have the Neighbourhood ATM Watch logo.

It is recommended that the Neighbourhood ATM Watch sign is positioned close to the ATM and further away standard neighbourhood watch street signs should be displayed.

Like all neighbourhood watch schemes communications is the life blood for success.

With everyone interested and willing to protect the ATM they will share that common purpose. The thought of the ATM being smashed, stolen and with the impact on everyone that would follow, will be the driving force and motivation to put and keep Neighbourhood ATM Watch in place. It should maintain the required momentum to ensure a reliable communications network is working.

5.0 Who else could help?

Assistance with setting up an ATM Watch may come from a neighbourhood watch association, to contact Cambridgeshire Neighbourhood Watch Association visit www.cnwa.org.uk and complete the Contact Us form.

An ATM Watch may be set up by the shop, bank or other premises managing the premises with the ATM. Existing neighbourhood watch members, neighbourhood police, police staff and council officers. Parish and town council representatives and members, i.e., parish and town councilors, can all establish an ATM Watch.

Nighttime workers, shift workers, taxi and private hire drivers, HGV drivers, late night entertainment users, late night food delivery staff, overnight highways maintenance teams, call out services, express bus drivers and the road haulage drivers can all be part of ATM Watch. They can be looking out for strange and unusual behaviour by others, especially where an ATM is close by.

6.0 Support Materials

Neighbourhood ATM Watch Street signs are available from Neighbourhood Watch Peterborough contact -info@nwpeterborough.co.uk

These signs will initially be free of charge.

Standard neighbourhood watch signs are available from East Cambs Neighbourhood Watch contact-

kevin.evans@ntlworld.com. These may be free of charge initially thereafter signs are £12 each.

The following are free and can be posted out to you; -

- ATM Watch promotional posters.
- Membership Guides – one per member household/business.
- Circular window sticker decals 85mm dia.
- Large circular window sticker decals intended for retail.
- ATM Watch promotional shopping trolley tokens. £pound size.

7.0 What to be suspicious of and report accordingly.

PLEASE REPORT IMMEDIATELY AS SOON AS YOUR SUSPICIONS/CONCERNS ARE RAISED ON 999

- Builder's machinery/vehicles/tractors moving in the area at odd times of the day.
- Persons loitering and paying unusual attention to the ATM and area.
- Strange high-powered vehicles parked nearby.
- Sudden loud crashing noises in the night from the direction of the ATM or shops.
- You should report any instances of people appearing to be paying attention to ATM machines, including taking photographs.
- Report anything suspicious, for example people tampering with number plates.
- Report high-performance cars or heavy vehicles or plant travelling in towns and villages in the dark.
- Strange to the area vehicles and plant machinery left and parked for few days.
- Report your concerns about anything that doesn't feel quite right.
- Be suspicious about persons in cars parked at the edge of the village, these could be lookouts.

8.0 Owners, Users, Hirers, of Plant and Building/Construction Equipment

- Install a tracker to your digger machine/JCB.
- Take all possible measures to prevent your digger, trencher machine, bucket machine being stolen.
- Work with other similar company's and consider sharing joint storage overnight parking and include good grade physical security measures.
- Ensure ignition/starter keys are not left in the machinery and kept away from the storage location.
- Look at effective CCTV to protect regular parking/storage spaces.
- Research and implement security measures to stop your machinery/tractors being stolen, alerting you if moved out of hours.
- Contact the police for advice especially for parking/storage of machines in and around small towns and villages.
- If operating temporarily on building sites investigate the possibility of conveniently and easily removing a part of the machine that would stop it being driven away, especially when stored overnight.
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9.0 Communications and Monitoring

The measure of success of a Neighbourhood ATM Watch will be the prevention of these crimes and if such a crime takes place, the apprehension of offenders because of any information supplied by the scheme members.

To maintain ongoing motivation to keep a look out, listen and watch, members will benefit from receiving information on any ATM related crime that has taken place locally or far afield. Information that drives the need to be continually aware and responsive because such crimes are still likely.

For further information and guidance contact Alan Paul. Cambs County lead on Neighbourhood ATM Watch info@nwpeterborough.co.uk 07474002392 (10am to 4pm only)

