

# Office of the Police and Crime Commissioner for Derbyshire

## Community Trigger Appeals

May 2020  
Version 0.3

<b>Date</b>	<b>Version</b>	<b>Reason</b>
01/06/14 – 04/08/2014	Version 0.0	Initial development draft
30/09/14	Version 0.1	Approved by the Police and Crime Commissioner for Derbyshire. (Consulted with partners)
28 February 2017	Version 0.2	Amended by the Office of the Police and Crime Commissioner to reflect timescale for appeal (after Sept 2016 ASB Forum)

5 <sup>th</sup> May 2020	Version 0.3	Amended by the Office of the Police and Crime Commissioner to reflect recent changes in practitioner guidance legislation (groups of individuals not being able to make an application)
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## **APPEALS PROCESS**

### Who is the appeals body for Community Trigger cases?

The Office of the Police and Crime Commissioner for Derbyshire is the appeals body for Community Trigger cases. When making an appeal all correspondence should be clearly marked with the reference number and dated to prevent any unnecessary confusion or delays. The full process showing how appeals will be handled can be found at Annex A.

### Who can make an appeal?

An appeal can be made by an individual who has previously submitted an application for an ASB (Anti-Social Behaviour) case review.

If you are acting as an advocate on behalf of somebody else a signed consent letter needs to be submitted to the Office of the Police and Crime Commissioner for Derbyshire along with the appeal.

### When can an appeal be made?

An appeal can be made to the Office of the Police and Crime Commissioner at two different stages. A full explanation is given below.

#### Stage 1

If you, as an individual, have made an application for an ASB case Review and it was assessed as not meeting the locally agreed threshold, you can appeal against the decision.

#### Stage 2

If you, as an individual, have made an application for an ASB case review and met the locally agreed threshold resulting in an ASB case review taking place and an action plan being drawn up (if applicable).

An appeal can be made if you're not satisfied with any outcome which resulted from the review.

Please note: Dissatisfaction with the delivery of an action plan should be raised with the SPOC (Single Point Of Contact) assigned to you when your application for a case review was lodged.

### How can an appeal be made?

An appeal must be made in writing and can be sent to the Office of the Police and Crime Commissioner by email, letter or using the website form. The Office of the OPCC for Derbyshire

Police and Crime Commissioner can provide assistance with this if required. The contact details of where appeals need to be forwarded to can be found in the contact section.

### Timescales

Your appeal must be received by the Office of the Police and Crime Commissioner within **28 days** of the date you were notified of the decision that you are appealing against or of the date you were notified of the outcome you are appealing against.

All appeals will be acknowledged within one working day of receipt in the office. From the receipt of acknowledgment of appeal, the Police and Crime Commissioner's office will endeavour to assess your case and provide a decision within 20 working days. In exceptional circumstances this may take longer, in which case updates will be provided every 20 working days. (*Working days are Monday to Friday, excluding bank holidays*)

**The decision of the Police and Crime Commissioner on any grounds of appeal is final.**

### Contact

Please make appeals in writing to the Office of the Police and Crime Commissioner for Derbyshire using the below contact details (If using the online form that will automatically be forwarded on for processing). Please mark all correspondence "Community Trigger Appeal".

### Address

Community Trigger Appeal  
Office of the Police and Crime Commissioner for Derbyshire  
Derbyshire Constabulary HQ  
Butterley Hall  
Ripley  
Derbyshire  
DE5 3RS

E-mail: [pccoffice@derbyshire.pnn.police.uk](mailto:pccoffice@derbyshire.pnn.police.uk)

Phone - 0300 122 6000

**Community Trigger**  
**Appeals Flowchart - Police and Crime Commissioner for Derbyshire**

