

INFORMATION BOOKLET ON DISTRICT POLICING PARTNERSHIPS (DPPs) AND BELFAST SUBGROUPS 2007

INTRODUCTION

Are you eligible to apply?

The DPPs and Belfast subgroups should be inclusive of the entire community. However, you are not eligible to apply if you:

- are a police officer;
- are a member of police support staff;
- are a member of the Policing Board;
- work for the council responsible for the DPP you want to apply for;
- have not signed a declaration against terrorism in Section 8 of the application form;
- have in the last five years, served all or any part of a prison or detention sentence or been released from a prison or detention sentence on licence or in pursuance of a grant of remission; or
- have previously been removed from being a member of the DPP (in this case you are not eligible to become an independent member of the DPP until the date of the next local election).

Before you send us your filled-in application form, you should make sure you are eligible to apply. You will have to answer a question relating to any criminal convictions you may have and give your permission for the Police Service of Northern Ireland to release details to the Policing Board.

**Please note that applications are not required in respect of:
BALLYMENA, BANBRIDGE AND COLERAINE COUNCIL AREAS
as the composition of the DPP membership in these areas is
representative of the community.**

THIS BOOKLET TELLS YOU:

- What District Policing Partnerships (DPPs) and Belfast subgroups do.
- How independent members to DPPs and Belfast Subgroups are appointed.

IT IS IMPORTANT TO READ THIS INFORMATION BOOKLET CAREFULLY BEFORE YOU FILL IN THE APPLICATION FORM.

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1. BACKGROUND INFORMATION ON DPPs AND BELFAST SUBGROUPS

WHAT ARE DPPs AND BELFAST SUBGROUPS?

DPPs were first set up by district councils in March 2003. There are 26 DPPs, one for each council district in Northern Ireland. However, Belfast has one DPP made up of four subgroups, one for each police district. The local council has overall responsibility for the DPPs and the Belfast DPP is responsible for overseeing the work of its four subgroups.

In practice, DPPs and Belfast subgroups are partnerships between the local council and the community. Their members include:

- councillors, who are put forward to the DPP and Belfast subgroups by the local council; and
- members of the local community, who are appointed to the DPP and Belfast subgroups by the Policing Board. By law, when we appoint independent members to DPPs and subgroups we must make sure, so far as practicable, that they represent the community of the district the DPP or subgroup is in.

The chairperson of each DPP and subgroup is a councillor, and the vice chair is an independent member.

DPPs are made up of 15, 17 or 19 members, depending on the size of the council in the district they work in. All DPPs have one more councillor than they have independent members. Each of the Belfast subgroups will have 11 members - six councillors and five independent members. The members of the subgroups do not necessarily need to be members of Belfast DPP (except for the chairperson who must be one of the councillors in the DPP). This is to allow the chairperson's position to be held in turn by each political party represented. The vice-chairperson of each subgroup is an independent member who does not belong to any political party.

WHAT DO DPPs AND BELFAST SUBGROUPS DO?

DPPs have a legal responsibility to:

- **Consult** the public to find out what issues they are concerned about relating to policing and crime in their council district;
- **Identify local policing priorities** from the comments they receive during the consultation, and recommend these to the District Commander (or their deputy, if appropriate) so they can take the comments into account when the local policing plan is being drawn up;

- **Monitor** the performance of the police against the objectives in the local policing plan and the Northern Ireland policing plan that apply to their district;
- **Engage** the community in working with the police to prevent crime; and
- **Act** as a general forum for discussion and consultation on all matters relating to policing the district.

The Belfast subgroups have similar responsibilities, although they are supervised by the overall Belfast DPP which is the main partnership for Belfast and acts as a link between subgroups, the Policing Board and the city council. The Belfast DPP has the main responsibility for making sure that its work is carried out in the police districts in Belfast that are covered by the subgroups. However, by law Belfast DPP does not have to repeat the work done by the subgroup if it is satisfied that the work is being done by the subgroup.

You can find information on how DPPs and Belfast subgroups carry out their duties by reading the Code of Practice on functions and responsibilities (currently under review) issued by the Policing Board. We have provided more details on how to get a copy of this code at the end of this booklet.

MEETINGS OF DPPs AND BELFAST SUBGROUPS

The DPP and Belfast subgroups must hold six meetings in public each year. Four of these meetings are to monitor police performance against the local policing plan, and these are held every three months (quarterly). There are also two public meetings to discuss general issues that relate to policing in the district.

The main purposes of the three-monthly (quarterly) public monitoring meetings are:

- for the District Commander to report to the DPP on policing in the district; and
- to respond to questions from the DPP and members of the public about how police services are provided in the district and to deal with issues the local community are concerned about.

These meetings are held in public to make sure the monitoring of police performance is open and to give the community an insight into how police services are planned and provided in their district.

The two other public meetings are to discuss general policing issues. They give the public the chance to get involved in meaningful discussions with the police about issues they are concerned about. At these meetings, the District Commander opens the meeting by informing the DPP and the public about the issue which is going to be discussed. The DPP Chairperson then invites the public to mention other issues they are concerned about.

2. WHAT DO THE INDEPENDENT MEMBERS OF A DPP AND BELFAST SUBGROUP(S) DO?

Together, members of the DPP and Belfast subgroups:

- draw up a plan setting out their work programme;
- consult the public to get their views about policing in the district;
- provide the community's views to the local police, to the Policing Board and to the local council;
- monitor the police's performance in carrying out the policing plans and be involved in consulting with the public about preparing the plans;
- get the public to work with the police to prevent crime;
- act as a forum for people to discuss policing issues; and
- produce yearly reports and any other reports the Policing Board ask for.

Members of DPPs receive training on the role of the DPP and policing in the district as part of their induction. The DPP manager supports the members to carry out this role.

WHAT TYPE OF PEOPLE ARE WE LOOKING FOR?

ESSENTIAL CRITERIA (CONDITIONS YOU HAVE TO MEET)

For the Policing Board to be able to consider you as an independent member of a DPP or Belfast subgroup, you must be able to show you meet the following conditions.

- **You must be able to show you have an interest in the local community, community safety or policing issues in the council area the DPP or Belfast subgroup(s) you are applying for.**

For example

"I am a voluntary fundraiser on behalf of Age Concern. I organise events such as fairs, car-boot sales and street collections. I also help make people more aware of Age Concern by helping with media campaigns and educational awareness evenings in local schools and community centres."

- **You must live in, or be able to show you have a close connection with the council area the DPP or Belfast subgroup(s) you are applying for.**

For example

- You could be employed in the council area.
- You could own a business in the council area.

DESIRABLE CRITERIA (OTHER CONDITIONS WE WOULD LIKE YOU TO MEET)

We want to appoint people with the following skills and qualities.

- **Being able to think clearly and make good judgements, and have experience of making decisions.**

For example

“As a volunteer for a local neighbourhood watch group, I was aware that a particular group of youths were vandalising cars in the area. I had to decide how to go about solving the situation etc...”

- **Having experience of working in a team.**

For example

“I play sport for my local team and after our regular training sessions, we have team discussions. This is important as all members of the team are involved and contribute to the team’s performance etc...”

- **Being able to understand information and present it in a clear and logical way.**

For example

“As a volunteer for a local community group, I was given the task of gathering information on sources of funding. I then had to prepare a summary of this information for other members of the group etc...”

- **Having experience of working with others and developing and maintaining networks.**

For example

“As a member of the Parent Teachers Association, I helped organise the school fair. This involved developing a network of contacts by etc...”

- **Having good communication skills.**

For example

“I am a member of the board of governors at my son’s school. As a committee member, I often have to present updates to a range of different people at meetings. This involves communicating information on issues about the school to others etc...”

ADVICE ON APPLYING

The district councils use a ‘competence-based selection process’ when dealing with the applications. Competence-based selection provides the fairest and most objective way of assessing people with very different backgrounds and experience because it focuses only on

the skills and qualities you need to do the job. We have given some hints and tips on filling in a competence-based application form below.

- The most important thing is to show you have the qualities and skills as set out above. You may have gained these qualities and skills in a range of ways (for example, through your previous or current job, through being involved in community or voluntary activities, being appointed to a public position, through leisure activities or activities you have done at school or college).
- Choose a clear, relevant and specific example to show how you meet each of the skills and qualities we are asking for.
- In your response, make sure you cover the following points.
 - When the example happened
 - Who was involved
 - How you were specifically involved
 - What action you took
 - What the outcome was

CANDIDATE INFORMATION SESSIONS

After shortlisting for interview, PricewaterhouseCoopers (PwC) will arrange a number of open information sessions to give you information and advice about how to prepare for a competence-based interview. These will be informal sessions which will be held during January 2008. It is strongly recommended that candidates attend one of these sessions to assist with their interview preparations.

KEY POINTS TO REMEMBER:

- You can apply for and be appointed to one DPP only;

In the case of Belfast DPP and the Belfast subgroups candidates may apply for one of the following options:

1. Membership of Belfast DPP only;
2. Membership of Belfast DPP and one Belfast subgroup; or
3. Membership of one or more Belfast subgroup(s) but not of Belfast DPP.

When PwC receive your application, it will be checked to make sure you have filled in all relevant parts and that you have shown you meet the essential criteria. A scoring system using answers to the essential and desirable criteria may be used to further shortlist a number of people to interview. The scores given will be based on your answers to the essential and desirable criteria we would like you to meet. This involves assessing the quality of the information you have provided on your application form, to decide how well you have shown you meet the conditions.

You are responsible for providing enough information on your application to show which criteria you meet. If you do not provide this information, you may not be invited to an interview.

3. HOW DO I APPLY?

WAYS TO GET AN APPLICATION FORM

You should fill in an application form. You can get an application form in the following ways.

Online

- By filling in a form online or downloading a form from www.districtpolicing.com

Asking for a hard copy

You can ask for an application form by:

- **Phoning:** 028 9041 5200
- **E-mailing:** dpprecruitment@uk.pwc.com
- **Writing:** Executive Resourcing, PricewaterhouseCoopers LLP, Waterfront Plaza, 8 Laganbank Road, Belfast BT1 3LR

Whenever you contact PwC, please give your name, address, phone number where you can be contacted, and give details of the DPP or Belfast subgroup(s) you are applying for. Please quote reference number DPP/07 in all correspondence.

If you do not understand any of the questions in the application form or you need help to fill it in, phone 028 9041 5200.

Application forms, and this information booklet can be provided in a range of formats for example other languages, large print etc. Please tell us which format you need as quickly as possible because the closing date for receiving application forms will be 30 November 2007.

RETURNING YOUR APPLICATION FORM

You must send your completed application form so that it is received by PwC by 5 p.m. (GMT) 30 November 2007. You can send your application form and the Equal Opportunities Monitoring (Section 10) in the envelope provided. You can send your application form in the following ways.

Online

By filling in and sending an online application form.

If you apply online, we will ask you to sign a hard copy of the form at a later stage in the process.

By post

You can send your application form by post (or by hand) to Executive Resourcing, PricewaterhouseCoopers LLP, Waterfront Plaza, 8 Laganbank Road, Belfast BT1 3LR

- We will not accept CVs or extra pages.
- We will not accept faxed application forms.
- We will not accept application forms we receive after 5 p.m. (GMT) on the closing date.

You are responsible for making sure your application is adequately stamped and is posted on time to the address on the previous page.

Once the date for receiving applications has passed, you will not be able to submit extra information to support your application at any stage in the selection process.

4. HOW DO YOU APPOINT INDEPENDENT MEMBERS TO DPPs AND BELFAST SUBGROUPS?

The Policing Board have appointed PwC to manage the process of appointing independent members to DPPs across district councils. The process has two parts.

- 1. THE SELECTION PROCESS, WHICH IS CARRIED OUT BY THE DISTRICT COUNCILS ASSISTED BY PwC**
- 2. THE APPOINTMENT PROCESS WHICH IS CARRIED OUT BY THE POLICING BOARD**

We have explained these two processes on the following pages.

1. THE SELECTION PROCESS

Each district council is responsible for choosing people who are suitable to act as independent members of the DPP. In Belfast, the city council will also choose people who they think are suitable to act as independent members of the Belfast subgroups. Each council will interview candidates to decide which people are suitable. The council selection panels make these decisions and are made up of between two and four councillors and one independent person appointed by PwC.

The council chooses who is suitable in the following stages.

- Deciding which people to interview by assessing their application against the criteria
- At interview to decide who is suitable to be considered for appointment

The council will assess you in a fair and consistent way to make sure your abilities, experience and qualities match the needs of the DPP or Belfast subgroup(s) you have applied for. The process will be based on your skills and ability.

2. THE APPOINTMENT PROCESS

After the selection process, each council will give the Policing Board a list of people they consider suitable for appointment in their area.

The Policing Board's appointment panel will appoint Independent Members to fill positions on the DPPs from a list of candidates comprising:

- (a) these new applicants successful in the open competition whose details have been provided by the Council; and
- (b) existing DPP Independent Members who have qualified for re-appointment and who have expressed interest in being appointed again.

There are no positions reserved for candidates from either list (a) or (b) above and the appointment panel will appoint Independent Members to each DPP and Belfast subgroup(s) to make the overall membership (both Political and Independent Members) as representative as possible of each Council and Belfast subgroup area.

The appointment panel will be made up of Policing Board Members and an independent person appointed by the Policing Board.

The panel will not be given your name or home address but will be provided with the following information:-

Your application reference number, community background, sex, age, disability, race/ethnic group, sexual orientation, dependency, marital status and occupation.

The panel will try to balance the skills, knowledge and backgrounds of all members of the DPP or Belfast subgroup.

The panel will also consider whether you have any interests that might conflict with the interests of the DPP or subgroup, and look at how much these could cause the public to lose confidence in your ability to meet your responsibilities as a member of a DPP.

MAKING SURE THE APPOINTMENT PROCESS IS INDEPENDENT

The process of appointing independent members to DPPs involves independent oversight at every stage. We achieve this in three ways.

1. A number of unbiased assessors oversee the whole process.
2. All shortlisting, interview and appointment panels will include one independent person.
3. PwC have to be consistent in the process they carry out across all council areas.

EQUAL OPPORTUNITIES

We will provide equal opportunities to everybody who applies to us, no matter what their age, disability, sex, sexuality, race or ethnic group, community background, religious belief, political opinions, whether or not they have dependants, and whether or not they are married. Our aim is to attract a wide range of people with different backgrounds and experience, so that DPPs represent the community they serve. The Policing Board are committed to equal opportunities in line with our legal duties under section 75 of the Northern Ireland Act 1998.

KEEPING YOUR INFORMATION CONFIDENTIAL

The Policing Board and PwC, Councils, independent panel members and anyone else involved in the process will keep your personal information confidential as set out in The Data Protection Act 1998. However, if appointed as an independent member of a DPP or Belfast subgroup, we will need to publish your name and certain details about you in a press release. The information we publish about you may include a summary of your experience, political activity or other public appointments you have held. This information will also be available on the DPP website.

TIMESCALES

We have provided an overview of the appointment process in the timetable below. All dates may be subject to change.

Advertising campaign - **November 2007**

Closing date for receipt of applications by PwC - **30 November 2007 at 5 p.m. (GMT)**

Invitations to attend an interview - **January 2008**

Candidate information sessions - **January 2008**

Council interviews - **mid January - mid February 2008**

List of candidates suitable for appointment sent to Policing Board - **late February 2008**

Policing Board appoint independent members - **March 2008**

5. CONDITIONS OF BEING APPOINTED

If you are appointed, your membership of the DPP or Belfast subgroups will continue until the next local general election date.

HOW MUCH TIME WILL I NEED TO GIVE?

DPPs are required to hold a minimum of six meetings in public each year. These meetings are generally held in the evening although from time to time meetings are held at other times during the day to maximise opportunities for all people in the community to attend. Meetings should be held at different places throughout the district to make sure all members of the community have the opportunity to attend.

DPPs also hold business meetings and as part of their role DPP Members are expected to engage with the local community as part of their consultation process and attend events and briefings organised by the DPP and the Policing Board. Typically, this has required DPP members to be able to commit at least 2 days per month in the work of the DPP. Allowances are paid to DPP members as a contribution towards out of pocket expenses that they may incur in undertaking the role of a DPP member.

You may have to give more time for public and private meetings while the DPP or Belfast subgroup is being set up.

Time off work for DPP duties

Under Article 78 of the Employment Rights (Northern Ireland) Order 1996, your employer is required to allow you time off during working hours to carry out your responsibilities as a member of the DPP. If this affects your pay, this matter should be resolved between you and your employer.

WILL I GET ANY ALLOWANCES?

Being a member of a DPP or Belfast subgroup is a 'public appointment' not employment. Although the following allowances are payable, you should not think of the appointment as paid work.

DPP INDEPENDENT MEMBERS ANNUAL ALLOWANCES	
All DPPs except Belfast	Annual Allowances £
Vice Chair	3,780
Member	2,520
Belfast DPP only or 1 Belfast subgroup only	
Vice Chair	3,780
Member	2,520
Belfast DPP and 1 Belfast subgroup	
Vice Chair of Belfast DPP and Vice Chair of a subgroup	5180
Vice Chair of Belfast DPP and Member of a subgroup	4,710
Vice Chair of a subgroup and Member of Belfast DPP	4,710
Member of Belfast DPP and Member of a subgroup	3,450
Belfast sub-groups only (excluding Belfast DPP)	
Vice Chair of 2 or more subgroups	5180
Vice Chair of 2 or more subgroups and Member of 1 or more subgroup(s)	5180
Vice Chair of 1 subgroup and Member of 1 or more subgroup(s)	4710
Member of 2 or more subgroup(s)	3450

Allowances are paid each month by the council. As well as the allowances mentioned above, the council will pay you an allowance for travel expenses in line with local government rates and conditions.

If you receive any benefits that are based on how much income you have (means-tested benefits), receiving an allowance from the council may affect your benefits. You can get advice by contacting your local benefits offices.

WILL I HAVE TO PAY TAX AND NATIONAL INSURANCE?

The council will take tax and National Insurance from your allowance.

CAN YOU END MY APPOINTMENT?

Yes. The Policing Board (or the council with our approval) may remove you from your role as an independent member of a DPP or Belfast subgroup if we are satisfied that you:

- failed to tell us that you were convicted for a criminal offence in Northern Ireland or anywhere else;
- have been convicted of a criminal offence in Northern Ireland (or anywhere else after the date you were appointed);
- have been made bankrupt or have made a composition or arrangement with your creditors;
- have not kept to the conditions of your appointment;
- are not fit (or not able) to carry out your role as a member of the DPP; or
- you have broken the conditions of the declaration against terrorism.

HONESTY

While you are a member of a DPP or Belfast subgroup, you must make sure you do not do anything that could be seen as dishonest. You should not take an active part in any matter which could make people doubt your honesty. You should not take up any other appointment which is likely to go against the interests of the DPP or Belfast subgroup.

DO I NEED TO TELL YOU ABOUT CONFLICTS OF INTEREST?

In line with guidance on appointments to public organisations, in your application form we will ask you to tell us about any conflicts of interest, and any information or connections which may cause a conflict of interest to come up. You should also tell us about any activities you do while you are a member of the DPP or subgroup which could be seen by members of the public as influencing your judgement. Possible conflicts of interest include:

- direct or indirect financial interests which members of the public might reasonably think could influence your judgement as a DPP member; or
- political links or activities which members of the public might reasonably think could affect your independence as a DPP member.

These are examples only and are not a full list.

WHAT ABOUT EQUAL OPPORTUNITIES?

You will be expected to adhere to the provisions of the equality legislation in Northern Ireland in your dealings with the staff of the DPP, other DPP members, members of the Police Service of Northern Ireland and the public.

6. FEEDBACK AND COMPLAINTS

CODE OF PRACTICE ON THE APPOINTMENT OF INDEPENDENT MEMBERS TO DPPs and BELFAST SUBGROUPS

The selection and appointment process will follow the Code of Practice on the Appointment of Independent Members to the DPPs and Belfast subgroups published by the Northern Ireland Office (NIO). You can find this code on the NIO website at- www.nio.gov.uk/index/nio-publication.htm or ask them to send you a copy by writing to:

Policing Division, NIO, Block B, Castle Buildings, Stormont Estate, Belfast BT4 3BG.

In keeping with the requirements of this Code, arrangements have been made to provide you with feedback on your performance in the appointments process if you request it. A complaints procedure has also been put in place to deal with issues which may arise in relation to this process.

HOW DO I GET FEEDBACK ABOUT MY APPLICATION?

If you would like feedback on your performance up to and including the interview stage, you can get this by contacting PwC. Their contact details are:

Address: Executive Resourcing, PricewaterhouseCoopers LLP,
Waterfront Plaza, 8 Laganbank Road, Belfast BT1 3LR

Email: dpprecruitment@uk.pwc.com

If you would like feedback on the progress of your application after the interview up to when the Policing Board appoint people to the DPP and Belfast subgroups, you should write to:

Address: The Chief Executive, Northern Ireland Policing Board, Waterside Tower,
31 Clarendon Road, Clarendon Dock, Belfast BT1 3BG.

Email: information@nipolicingboard.org.uk

WHAT HAPPENS WHEN I ASK FOR FEEDBACK

When PwC receive your request for feedback they will provide you with written feedback within three weeks of your request.

When the Policing Board receive your request for feedback, the Chief Executive's office will acknowledge it within three working days. Within 20 working days of receiving your request for feedback, the Deputy Chief Executive will send you a detailed response. The Deputy Chief Executive is responsible for managing the appointment process.

If there are any delays in giving you feedback, we will tell you about this and give you another date for when we will send you a response.

WHAT IF I THINK YOU HAVE NOT PROCESSED MY APPLICATION IN LINE WITH THE CODE OF PRACTICE ON APPOINTMENTS?

If, after you receive a detailed response from the Policing Board or PricewaterhouseCoopers, you think your application has not been dealt with in line with the process laid down in the Code of Practice on Appointments, you can complain in writing to:

The Independent Complaints Monitor, Freepost, PO Box BEL4075 BT1 3BR.

In your letter, you should:

- set out your complaint;
- ask for it to be investigated;
- provide as much information as possible; and
- explain why you are still not satisfied with the original response.

You should clearly state why you consider your application has not been processed in line with the Code of Practice on Appointments.

The Independent Complaints Monitor can only investigate how we dealt with your application, not our decision on whether you should have been appointed or not appointed.

WHAT DOES THE INDEPENDENT COMPLAINTS MONITOR DO?

The Independent Complaints Monitor has been appointed from outside the Policing Board and will examine the process used to make an appointment and the way PwC and the council deal with applications for appointment. If appropriate, they will investigate complaints.

The Independent Complaints Monitor will only investigate reasons for not appointing you if the Code of Practice on the Appointment of Independent Members has been broken. The Independent Complaints Monitor does not investigate how the Policing Board is run or what our members do.

WHAT HAPPENS WHEN I COMPLAIN?

The Independent Complaints Monitor will consider and assess your complaint within 20 working days of receiving it. They will tell you the outcome of the investigation into your complaint and recommend how the Policing Board should deal with it. If there are any delays in investigating your complaint, the Independent Complaints Monitor will tell you this and tell you when you will get a response.

WHAT CAN I DO IF I AM NOT SATISFIED WITH THE WAY YOU HAVE TREATED ME?

If you are not satisfied with the way your application was processed, you have the right to have your concerns dealt with. You can do this by:

- contacting the Policing Board's Chief Executive by phone on 028 9040 8500
- calling at the Policing Board's offices - you should make an appointment so you get to speak to the most appropriate person.
- by fax on 028 9040 8540
- by email at information@nipolicingboard.org.uk
- writing to The Chief Executive at Northern Ireland Policing Board,
Waterside Tower, 31 Clarendon Road, Clarendon Dock, Belfast BT1 3BG.

The Policing Board will try their best to sort out your concerns in an informal way. However, if it is not possible to do this, you can ask to use our formal complaints procedure. You can get a copy of our complaints policy by writing to the above address; or

you can get an electronic copy by visiting our website at www.nipolicingboard.org.uk and going to the publication section.

7. SOME COMMON QUESTIONS

HOW MANY MEMBERS ARE THERE ON A DPP?

A DPP has 15, 17 or 19 members. The number of members is decided by the council which is responsible for setting up the DPP. There is one more councillor than there are independent members (for example, eight councillors and seven independent members).

WHAT ARE THE ARRANGEMENTS FOR MEMBERSHIP OF BELFAST DPP AND ITS SUBGROUPS?

Belfast DPP has 10 political members (councillors chosen by the council) and nine independent members (appointed by the Policing Board). Belfast DPP has four subgroups, one for each policing district. Each subgroup is made up of six councillors and five independent members. Members of the Belfast subgroups do not need to be members of the Belfast DPP, except for the chairperson. Political members of all the subgroups, taken together, should reflect the balance of political parties in the council. When appointing the independent members of the subgroups, as far as is practicable, the Policing Board will attempt to make sure that the members of each subgroup represent the community in the district the subgroup is in.

WHAT DO THE BELFAST DPP AND SUBGROUPS DO?

Belfast DPP is responsible for making sure that the four Belfast subgroups carry out their work. The subgroups report directly to Belfast DPP which then reports to the Policing Board. A subgroup does the same work as a DPP and its members have the same role and responsibilities as DPP members (see Sections 1 and 2).

HOW WILL THE DPP AND BELFAST SUBGROUPS BENEFIT THE LOCAL COMMUNITY?

DPPs and the Belfast subgroups provide a unique opportunity for councillors and the community to work in partnership. Local people have the opportunity to identify what their community's needs are relating to policing and to put forward recommendations to the District Commander to be considered when developing the local policing plan for the district.

Through meetings, the DPP and Belfast subgroups monitor the police in carrying out the local policing plan. This makes sure the local community has a police service that listens and responds to its needs.

These meetings are held in public to show the process is open and to give the community an insight into how police services are planned and provided in the district.

HOW WILL THE DPP AND BELFAST SUBGROUPS INVOLVE THE COMMUNITY TO GET THEM TO WORK WITH THE POLICE TO PREVENT CRIME?

One of the functions of the DPPs and Belfast subgroups is to get the public to work with the police to prevent crime. This includes encouraging the community to get involved with the police in planning how to solve specific crime problems. The DPPs will identify the issues, make people aware of the opportunities to address those issues with the police, encourage the community to get involved with the police and publish good news stories when this approach has worked.

WILL I RECEIVE TRAINING?

When you are first appointed, you will have to take part in induction training that the Policing Board provide. Your DPP manager will then arrange a local induction. More training opportunities are available through the Policing Board and through the DPP to make sure you have the skills, knowledge and understanding to carry out your duties. We expect you to take part in training and go to information meetings on issues relating to policing in Northern Ireland.

WHAT IS A DECLARATION AGAINST TERRORISM?

Independent members of DPPs and Belfast subgroups have to sign a declaration against terrorism. This is in line with arrangements for councillors and has been included in the application form.

A declaration against terrorism is when a person declares that, if they are appointed to the DPP or Belfast subgroup, they will not support or approve:

- any organisation that is for the time being a proscribed organisation specified under Schedule 2 to the Terrorism Act 2000; or
- acts of terrorism (that is, violence for political reasons) connected with Northern Ireland.

WHERE AND WHEN WILL DPP AND BELFAST SUBGROUP MEETINGS BE HELD?

Each DPP and Belfast subgroup must hold at least six meetings in public each year. Every three months, they must hold a meeting to monitor the police's performance against the local policing plan. Two more meetings in public should be held to discuss general policing issues in the district.

The meetings should be held at different times in different buildings and places throughout the district to make sure as many people as possible can take part and be given an opportunity to ask the District Commander questions.

8. MORE INFORMATION

You can get more information about anything to do with the appointment process by phoning PwC on 028 9041 5200 .

The following Codes of Practice provide more information on DPPs and Belfast subgroups. You should read these Codes of Practice to help you prepare your application. You can get copies by visiting our website at www.districtpolicing.com.

- The Code of Practice on the Exercise of Functions by District Policing Partnerships
- Northern Ireland Office Code of Practice on the Appointment of Independent Members to District Policing Partnerships

You can also find the Police (Northern Ireland) Act 2000 and 2003 on our website. You can get a copy of the Northern Ireland (St Andrews Agreement) Act 2006 on the Northern Ireland Office website at www.nio.gov.uk.



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