



Anti-social Behaviour Case Review (“Community Trigger”) Appeals Procedure

Who can make an appeal?

An appeal can be made by any individual who has previously submitted an application for an 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 along with the appeal.

When can an appeal be made?

An appeal can be made to the North East Lincolnshire Community Safety Partnership at two different stages:

Stage 1

If you have made an application for an anti-social behaviour case review which was assessed as not meeting the locally agreed threshold, you can appeal against this decision.

Stage 2

If you have made an application for an anti-social behaviour case review which took place but you are unhappy with the way your application for an ASB Case Review has been managed, or the way in which the Case Review itself was carried out, you have the right to appeal.

Please note: Dissatisfaction with the delivery of an action plan arising from a review should be raised with the single point of contact assigned to you when your application for a case review was lodged.

Who is the appeals body for ASB Case review cases?

An independent member of the Community Safety Partnership will be appointed by the Chair of the Community Safety Partnership on a case-by-case basis. The independent officer appointed will not be permitted to review an appeal relating to a matter within their own service area.

How can an appeal be made?

An appeal must be made 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. It must be made in writing and should be sent to the Community Safety Partnership Manager by email or letter. Contact details will be provided to you by the single point of contact assigned to you when your application for a case review was lodged.

What happens during the appeal review?

The independent reviewer will scrutinise all existing documentation, including all paperwork held by the single point of contact assigned to the original case review and any information provided by the applicant at point of appeal. The independent reviewer will consider the appeal with support from relevant agencies where appropriate, including the Office of the Police and Crime Commissioner to provide independent advice as necessary.

What are the timescales?

Your appeal must be received by the Community Safety Partnership Manager 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 ten working days of receipt.

From the receipt of acknowledgment of appeal, every effort will be made to assess your case and provide a decision within 20 working days. In exceptional circumstances this may take longer, in which case a revised timeframe will be provided.

The process to be followed is shown in the Annex to this process.

The decision of the independent member of the Community Safety Partnership on any grounds of appeal is final.

Authors:	Rebecca Freeman, Community Safety Partnership Manager
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Annex: diagram showing the anti-social behaviour case review appeals procedure

