



**Carrickfergus**

# ***District Policing Partnership***

**Local people shaping local policing**

**Operational Plan 2006/7**

**Inclusive**

**Better**

**Safer**

**Effective**

**This document will be made available in other accessible and alternative formats on request**

This document has been prepared to compliment and ‘flesh out the outline of the Carrickfergus DPPs Strategic Plan and should be read in conjunction with it.

As with any strategy, there must be an element of flexibility in these plans as a strategy only survives intact until its first encounter with its operational environment. Accordingly, the Partnership may deviate from the measures outlined below or change priorities in response to local circumstances that develop in the Borough or on Northern Ireland wide basis.

**CORE THEME 1: CONSULT WITH THE COMMUNITY**

<b>Performance Indicator</b>	<b>Target</b>	<b>Action</b>	<b>Timescale</b>	<b>Responsibility</b>
1.1 Consultation with community groups, partnerships and other agencies	1.1.1 Include details of all meetings and initiatives carried out in co-operation with community groups, partnerships and other agencies in the DPP Annual Report	Create and maintain a record of contacts and issues raised by local community groups and key local partnerships/agencies	June each year	DPP members to update the DPP Manager  DPP Manager to maintain records
1.2 Number of people who have heard of the DPP.	1.2.1 To increase the % of NISRA survey respondents who have heard of the DPP.)	Through promotional activities including: <ul style="list-style-type: none"> <li>• Press releases</li> <li>• DPP News</li> <li>• Local information leaflet</li> <li>• DPP presentation</li> <li>• Annual report</li> <li>• Compass magazine</li> <li>• District Policing website</li> <li>• Contact with local groups and key partners</li> </ul>	Ongoing	DPP Members DPP Manager

<b>1.3</b> Number of people thinking the DPP does a good job.	<b>1.3.1</b> To increase the % of the NISRA survey respondents who think that the DPP does a good job.	Through promotional activities By proactively engaging with the community and responding to issues identified.	Ongoing	DPP members and DPP Manager
<b>1.4</b> Confidence in DPP addressing local policing problems.	<b>1.4.1</b> To increase the % of NISRA survey respondents who are confident that the DPP is addressing local policing problems.	Through promotional activities. By proactively engaging with the community and responding to issues identified,	Ongoing	DPP members and DPP Manager
<b>1.5</b> Number of people prepared to contact their local DPP	<b>1.5.1</b> To increase the % of NISRA survey respondents who are prepared to contact the DPP.	Through promotional activities. By proactively engaging with the community and responding to issues identified.	Ongoing	DPP members and DPP Manager
<b>1.6</b> DPP Operational Plan	<b>1.6.1</b> To provide the District Council and the Policing Board with an operational Plan outlining how the DPP plan to consult with the public.	Agree and produce an Operational Plan for each financial year.	By 31 March each year	DPP members and DPP Manager
<b>1.7</b> Annual Consultation Report	<b>1.7.1</b> To provide the District Council, Policing Board and the public with an annual consultation report recording the views of the public in relation to the policing of the District.	Report will include <ul style="list-style-type: none"> <li>• Analysis of NISRA survey</li> <li>• Issues identified at Meetings in Public</li> <li>• Issues identified through consultation with community groups etc</li> </ul> Information emerging from engaging with the CSP.	By 30 September each year	DPP members and DPP Manager

## CORE THEME 2: IDENTIFYING LOCAL POLICING PRIORITIES

<b>Performance Indicator</b>	<b>Target</b>	<b>Action</b>	<b>Timescale</b>	<b>Responsibility</b>
<b>2.1</b> Input to the Local Policing Plan	<b>2.1.1</b> To provide the DCU Commander with local priorities/issues for consideration in the local Policing Plan.	Provide consultation report to District Commander  Participate in local Policing Plan workshop to identify and agree DPP priorities  Provide ongoing feedback to Commander at monthly meetings	Compile and agree priorities by: 30 November each year.	DPP members and DPP Manager
	<b>2.1.2</b> To provide the DCU Commander with views on the Performance Indicators and Targets for consideration in his/her local Policing Plan.	Review and debate/negotiate draft priorities for the new local Policing Plan.	Review & discuss priorities by: 31 January each year.	DPP members and DPP Manager
<b>2.2</b> Input to the Annual Policing Plan	<b>2.2.1</b> To provide the Policing Board with the local priorities/issues for consideration in the Northern Ireland Policing Plan.	Undertake analysis and compile report of local priorities/issues arising from community consultation to date	Review & agree priorities by: 30 September each year.	DPP members and DPP Manager

### CORE THEME 3: MONITOR POLICE PERFORMANCE

Performance Indicator	Target	Action	Timescale	Responsibility
<p><b>3.1</b> To monitor local police performance relating to Local Policing Plan and Annual Policing Plan targets.</p>	<p><b>3.1.1</b> To provide the District Council, DCU Commander and the Policing Board with an Operational Plan which includes details of the monitoring work to be undertaken.</p>	<p>Review progress of monitoring activities in Strategic Plan and current Operational Plan</p> <p>Compile and agree an Operational Plan for the new financial year (as in 1.1.6)</p>	<p>Planning event Jan/Feb each year.</p> <p>Agree/submit plan by 31 March each year.</p>	<p>DPP members and DPP Manager</p>
	<p><b>3.1.2</b> To monitor police performance in relation to targets in the local Policing Plan at meetings in public of the DPP.</p> <p><b>3.1.3</b> Provide a copy of the report of public meetings to the council, NIPB and the District commander within 10 days of it being ratified.</p>	<p>Hold Meetings in Public to receive and analyse the quarterly report supplied by the local District Commander. Monitor and question the police commander on the performance of the local police against the Policing Plans.</p> <p>Hold sub group meeting to provide pre public meeting analysis and generate questions</p> <p>Draft and ratify reports of all meetings in public and provide copies to members, NIPB and other interested parties. Copies of the reports to be published on the DPP Webpage.</p>	<p>Dates to be agreed each year in the Operational Plan.</p> <p>Within 10 days of minutes being ratified.</p>	<p>DPP Members and DPP Managers</p> <p>Manager</p>

	<p><b>3.1.3</b> To monitor and assess local police performance in relation to targets in the Local Policing Plan <b>and</b> the Northern Ireland Policing Plan after 6 and 12 months at a meeting in public of the DPP and provide reports to the Policing Board</p>	<p>At Meetings in Public (as above) to receive and analyse the <b>six</b> month and <b>twelve</b> month reports supplied by the local District Commander</p> <p>Compile and ratify report of the meetings and provide a copy to the NI Policing Board, council, District commander and other interested parties. Publish copy of the reports on the DPP webpage</p>	<p>Dates to be agreed each year in the Operational Plan</p> <p>Within 10 days of minutes being ratified.</p>	<p>DPP Members and DPP Managers</p>
<p><b>3.2</b> To develop a series of non numerical indicators of Police Performance</p>	<p><b>3.2</b> Produce four meaningful non numerical indicators of Police performance</p>	<p>Working with Policy and Planning branch of the Board and the PSNI, examine and develop indicators of performance that more accurately reflect the work that the PSNI are doing on a daily basis and reflect these in the District Policing Plan</p>	<p>By end of January 2007</p>	<p>DPP Members, Manager PSNI command team and relevant Board officials.</p>

**CORE THEME 4: TO GAIN THE COOPERATION OF THE PUBLIC IN PREVENTING CRIME.**

<b>Performance Indicator</b>	<b>Target</b>	<b>Supporting Action</b>	<b>Timescale</b>	<b>Responsibility</b>
<b>4.1 DPP Operational Plan</b>	<b>4.1.1</b> To provide the District Council, DCU Commander and the Policing Board with an Operational Plan which includes details of the Consultation and Community Engagement work to be undertaken. (COP 8.22)	Compile and agree an Operational Plan for the new financial year (as in 1.1.6)  Review and record progress and success with Consultation and Community Engagement work in the Strategic Plan and current Operational Plan	Agree & submit plan by 31 March each year  Ongoing	DPP members and DPP Manager  DPP Members and DPP Manager
<b>4.2 DPP Annual Report</b>	<b>4.2.1</b> To provide the District Council, DCU Commander and other specified recipients with the DPP Annual Report. (COP 8.15 -8.21)	Agree and publish the DPP Annual Report	June each year	DPP Members and DPP Manager

**CORE THEME 5: TO ACT AS A GENERAL FORUM FOR DISCUSSION AND CONSULTATION ON MATTERS AFFECTING THE POLICING OF THE DISTRICT.**

<b>Performance Indicator</b>	<b>Target</b>	<b>Supporting Action</b>	<b>Timescale</b>	<b>Responsibility</b>
<b>5.1 DPP Meetings in Public</b>	<b>5.1.1</b> To permit members of the public to present questions, issues and concerns relating to local policing at all meetings in public in accord with DPP Standing Orders and at the discretion of the chairman. (See 3.2.1 ante)	<p>Advertise meetings and provide guidance on how questions/issues may be raised.</p> <p>To record and monitor questions and issues raised by the public to ensure they inform the priorities/issues for the Local and Northern Ireland Policing Plan.</p>	Quarterly as 3.2 ante.	DPP Members and DPP Manager
	<b>5.1.2</b> Hold two DPP meetings in public per year to act as a general discussion forum.	<ul style="list-style-type: none"> <li>• Coordinate with quarterly meetings</li> <li>• Identify issues/themes</li> <li>• Identify target group/area</li> <li>• Identify venue, date, time</li> <li>• Publish details</li> </ul>	Arrange with police (see 3.2 ante)	DPP Members and DPP Manager
	<b>5.1.3</b> To issue a report of all DPP Meetings in Public within 10 days of report being ratified.	Prepare and ratify reports and circulate as required by Code of Practice, para 8.8 – 8.13	Circulate 10 days after minutes ratified	DPP Members and Manager
<b>5.2</b> Issues raised and questions submitted to the DPP about policing	<b>5.2.1</b> To record and monitor questions from the public and issues raised by the	Record and monitor questions and issues raised via Meetings in Public summary report, consultation with the community, ad-hoc questions/issues,	Ongoing	DPP Members and DPP Manager

of the district.	public to ensure they inform the priorities/issues for the Local and Northern Ireland Policing Plan	etc. Record and monitor public questions and issues as part of the Community Consultation report		
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**CORE THEME 6: MANAGE DPP INTERNAL PROCESSES.**

<b>Performance Indicator</b>	<b>Target</b>	<b>Supporting Action</b>	<b>Timescale</b>	<b>Responsibility</b>
6.1 All reports, minutes and records are provided and maintained in accordance with Standing Orders and DPP Code of Practice	6.1.1 Meet all deadlines	Prepare minutes and report of all meetings as required. Publish and circulate as required.	As per Code of Practice	DPP Manager and Support staff

**CORE THEME 7: MANAGE DPP BUDGET**

<b>Performance Indicator</b>	<b>Target</b>	<b>Supporting Action</b>	<b>Timescale</b>	<b>Responsibility</b>
7.1 Manage budget	Ensure expenditure matches budget heads.	Monitor and review with Finance Department	Ongoing	DPP members DPP Manager Council Finance Department.

**CORE THEME 8: MANAGE TRAINING AND DEVELOPMENT OF MEMBERS**

<b>Performance Indicator</b>	<b>Target</b>	<b>Supporting Action</b>	<b>Timescale</b>	<b>Responsibility</b>
Provide Relevant Training Opportunities for members and staff within budget.	Maximise attendance by members and staff	Circulate details of Training Courses. Encourage attendance. Maintain record of training.	Ongoing	DPP Members and Manager