



# MEETING OF HERTFORDSHIRE POLICE AND CRIME PANEL

**Thursday 25 October 2012**  
**East Herts District Council**  
**Wallfields, Hertford**

**Present:**

- Cllr M Alexander, East Herts District Council
- Cllr Mrs A Brewster, St Albans City and District Council
- Cllr M Bright, Hertsmere Borough Council
- Cllr Mrs T Cowley, North Herts District Council
- Cllr J Dean, Welwyn Hatfield Borough Council
- Ms A Francis, Co-opted Member
- Cllr A Franey (substitute), Welwyn Hatfield Borough Council
- Cllr R G Hannam, Broxbourne Borough Council (Chairman)
- Cllr N Harden, Dacorum Borough Council
- Cty Cllr P Ruffles, Hertfordshire County Council
- Cllr R Seabourne, Three Rivers District Council
- Cllr D Scudder (substitute), Watford Borough Council
- Dr M Verlot, Co-opted Member

**Also Present:**

- J Bugg, Hertfordshire Police Authority
- G Miles, Broxbourne Borough Council
- M J Walker, Broxbourne Borough Council

**Apologies:**

- Mr I Laidlaw-Dickson Co-opted member
- Cllr R Smith, Herts Police Authority
- Cllr Ms S Taylor, Stevenage Borough Council
- Cllr R Henry Stevenage Borough Council
- Mayor Dorothy Thornhill, Mayor of Watford
- A White, Herts Police Authority

## 1 INTRODUCTION AND WELCOME

A welcome was extended to all members of the Panel and to the two new co-opted members.

## 2 MINUTES OF THE PREVIOUS MEETING OF 19 JULY 2012

Agreed.

### 3 **MATTERS ARISING**

None.

### 4 **TRAINING EVENT - 28 SEPTEMBER 2012**

- (i) The Panel asked if a familiarisation event in relation to the organisational support services provided at Constabulary HQ could be arranged before 6 December 2012 and whether a separate briefing could be arranged for new members of the Panel and those members who were unable to attend the Training Day.
- (ii) While the Panel supported efforts to raise public awareness and engagement with the forthcoming elections for the Police Commissioner, it was agreed to make representations to the Home Office about some of the negative advertisements being used to encourage public engagement in view of their impact on public reassurance and the fear of crime in a low crime and safe area like Hertfordshire in some parts of which progress had recently been made in raising levels of public reassurance.

### 5 **ADOPTION OF TERMS OF REFERENCE AND RULES OF PROCEDURE**

The Panel sought clarification of the following points:-

- (a) Whether to differentiate between questions and statements made by members of the public at the Panel's meetings in terms of the periods of notice required to be given.
- (b) The Panel's policy on requiring notice for questions by members of the public, and whether supplementary questions will be allowed.

It was agreed to seek guidance from the Police Authority's current protocol and the practice of constituent local authorities.

The Panel also suggested the need for protocols for press relations and acceptance of petitions be reviewed.

Subject to these points, it was **RESOLVED** that:-

- (i) That the Panel approves Draft Terms of Reference and Rules of Procedure for the Panel, and undertakes a review in twelve months' time.
- (ii) That the Panel delegates its functions with regard to complaints and conduct matters apart from those under paragraph 20.7 of the rules of procedure to the Chief Executive of the PCC unless they consider they are unable to deal with them because of a conflict of interest.
- (iii) That the Chief Executive of the PCC be requested to provide a report to the Panel at least annually on complaints and conduct matters.

## 6 APPOINTMENT OF INDEPENDENT CO-OPTED MEMBERS

The Panel endorsed the decisions made by the recruitment panel to appoint Mr Ian Laidlaw-Dickson, Ms Annabel Francis and Dr Marc Verlot as independent members of the Panel, and warmly welcomed Ms Francis and Dr Verlot to the meeting.

## 7 THE PANEL'S FUTURE WORK WITH THE COMMISSIONER

- (i) The Panel approved the Draft Protocol for joint working between the Panel and the Commissioner as the basis for discussions with the Commissioner.
- (ii) The Draft Protocol is considered at a future meeting of the panel when the commissioner's comments have been included.
- (iii) The Panel notes the very tight timescales for the commissioner's budget setting process and the Panel's input to that process, and welcomed the local agreement reached with the Commissioner's office to enable a slightly longer period for consideration.

## 8 DATE OF NEXT MEETING

Thursday 6th December 2012 - County Hall, Hertford

MJW/LP  
31/10/12

### Points of Contact

Any questions or queries regarding the panel and its administration should be referred to the host authority officers indicated below:

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