



HERTFORDSHIRE POLICE AND CRIME PANEL

REVIEW OF RULES OF PROCEDURE OF THE PANEL

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Broxbourne Borough Council

20 June 2013

RECOMMENDATIONS

That the Panel:-

- 1 **Makes no amendments to the provisions regarding membership of the Panel**
- 2 **Approves the work programme and dates of meetings for 2013/14**
- 3 **Approves the revised Rules of Procedure which includes changes to public participation in meetings of the Panel**
- 4 **Suggests member training requirements for the year 2013/14**

Purpose of Report

To review the Panel's Rules of Procedure, including the membership of the Panel following the local elections held in May 2013, the work programme for the year ahead, public participation in meetings of the Panel and the training requirements for members of the Panel.

Background

The Panel is required to review its membership and ensure the balanced appointment objective. This is also the time of year that constituent councils confirm Panel representatives at their annual meetings. The Panel has previously been advised of the likely work programme so the dates of future meetings can be programmed. The Panel's Rules of Procedure were adopted in December 2012, which included how the public can

participate in meetings of the Panel. However, at subsequent meetings the public have been invited to participate to a greater extent and this has been successful so the Panel has asked for the Rules of Procedure to be revised to reflect current public participation in meetings.

Review of Membership

The Panel must achieve the balanced appointment objective set out in the Police Reform and Social Responsibility Act 2011. This means that the local authority members of the panel must, as far as practicable, represent all parts of the police area, represent the political make up of the constituent local authorities, and provide the skills, knowledge and experience necessary to discharge the functions of the Panel effectively. The Panel is required to review its membership to determine whether changing the number of co-opted members will better achieve the balanced appointment objective.

The elections in May resulted in no change to the political control of any constituent councils but a small change in the total numbers of councillors for the political parties. The current political make up is:

Political balance

	Conservative	Labour	Liberal Democrat	Other
Broxbourne	27	3		
Dacorum	43	1	7	
East Herts	45		2	3 (Ind)
Hertfordshire	46	15	16	
Hertsmere	34	5		
North Herts	33	11	5	
St Albans	29	8	19	2 (Grn/Ind)
Stevenage	6	31	2	
Three Rivers	14	6	28	
Watford	2	8	23	3 (Grn)
Welwyn Hatfield	34	11	2	1 (Ind)
Total	313	99	104	9

On 13 May 2013 there were a total of 525 councillors across the county.

525 /11 = 47.8 Suggests for every 47.8 councillors a party ought to have one member of the PCP

313/47.8 = 6.6 Conservative

99/47.8 = 2.1 Labour

104/47.8 = 2.2 Liberal Democrat

9/47.8 = 0.2 others

Appointments by the authorities are:

- 8 Conservative
- 1 Labour
- 2 Liberal Democrat

The Panel decided last year to appoint an additional Labour party representative to better achieve political balance. The balanced appointment is still met, given constituent councils will want to nominate a member of their controlling group to represent the local authority on the Panel. **It is suggested that no changes to the membership of the Panel should be made.**

Work Programme

The main statutory roles of the panel require the schedule of meetings to follow the timetable of the Police and Crime Commissioner's key actions throughout the year. The Panel was advised previously that four meetings per annum are required to fulfil the statutory requirements of the Panel. The proposed schedule of meetings is as follows:

Date	Agenda
Thursday 21 November 2013	Consideration of the emerging precept and Police and Crime Plan issues
Thursday 23 January 2014	Consideration of the Commissioner's proposed budget and precept for 2014/15
Thursday 13 February 2014	Conclusion of the scrutiny of the Commissioner's proposed budget and precept for 2014/15 (if required) and consideration of the Commissioner's Police and Crime Plan
Thursday 19 June 2014	Review of the Panel's membership and consideration of the annual complaints report

Further meetings will be required should any senior appointments be proposed by the Police and Crime Commissioner.

The Panel may wish to consider if further agenda items or additional meetings are needed to carry out work beyond the basic statutory requirements of the Panel.

Amendments to the Panel's Rules of Procedure

The amendments to the public participation in meetings of the Panel proposed are highlighted in the Rules of Procedure attached as Appendix 'A'. The changes permit public questions for a maximum of 15 minutes before the Panel scrutinises the Police and Crime Commissioner's proposed precept, draft Police and Crime Plan and annual report on the Police and Crime Plan. Additionally, the commissioner has confirmed he would be happy to take a public question session at each Panel meeting. The changes also remove the requirement for the public to submit questions in advance of meetings. **The Panel is invited to consider if the changes to public participation in meetings of the Panel and the timescales allocated to each element are sufficient.**

Other proposed amendments to the Rules of Procedure are:

- the appointment of the Chairman and Vice Chairman of the Panel will be decided at the first meeting after the local elections rather than the meeting in June, as meetings may not always take place in June; and
- a meeting of the panel will be convened if notification is received that the Police and Crime Commissioner intends to suspend the Chief Constable. This is not a statutory requirement but has been recommended by the Home Affairs Select Committee following evidence given by some PCCs and PCP chairmen on the scrutiny of PCCs.

Training Requirement

Panel members are invited to propose training that would be helpful in carrying out their roles on the Panel. The Local Government Association (LGA) has offered support to panels and could be approached to assist with delivering training. The LGA has hosted a meeting in London and will shortly do so in Leeds to share experience of police and crime panel working arrangements.

Financial Legal and Risk implications

The Panel is funded by the Home Office for at least a further 12 months. The cost of training will come from the budget held by the host authority. There are no other financial implications outlined in this report. There is no legal requirement to have public participation in the Panel's meetings. The Panel is required by law to meet the balanced appointment objective as far as practicable.