

Agenda Item 2

Reference number: EPFCP/08/22

Report title: Review of the Essex Police, Fire and Crime Panel's Constitution Procedure Rules	
Report to: Essex Police, Fire and Crime Panel	
Report author: Sophie Campion, Senior Democratic Services Officer	
Date: 23 June 2022	For: Consideration
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County Divisions affected: All Essex	

1. Purpose of report

- 1.1 To consider a change to the Essex Police, Fire and Crime Panel's Constitution Procedure Rules.

2. Background

- 2.1 The current version of the Essex Police, Fire and Crime Panel Constitution comprising of the Panel Arrangements and Procedure Rules had previously been agreed at a meeting of the Panel held on 23 May 2019.
- 2.2 Over the past year there have been a number of changes to the membership of the Panel and some more experienced Panel Members are no longer on the Panel. The Panel has also temporarily increased in size in order to better meet the balanced appointment objective.
- 2.3 A review of the membership requirements in the Terms of Reference for the Panel's Sub-Committee's has recently taken place, following some difficulties experienced when the Chairman and Vice-Chairman were unable to attend certain meetings.
- 2.3 The Panel is asked to consider whether it would be beneficial to the work of the Panel to consider a change to the Procedure Rules in the Constitution to allow the appointment of up to two Vice-Chairmen. The benefit of this would be additional support to the Chairman, particularly with meeting attendance requirements for Panel meetings, Sub-Committee meetings and other working groups and providing more opportunity for Panel Members to engage and develop a deeper knowledge of Panel responsibilities and work.
- 2.4 Whilst the Panel cannot change the 'panel arrangements' document, which is approved by the fifteen local authorities in the Essex Police area, it is entitled to set its own rules of procedure and the number of Vice-Chairman to be appointed forms part of these rules.

- 2.5 It should be noted that the constitution refers to the Vice-Chairman appointed as a result of a casual vacancy being a council member. Whilst the Panel is entitled to make this distinction, in view of the fact that the current Chairman is not a Council member it seems difficult to maintain this rule.

3. Recommendations

- 3.1 That the Panel considers amending the Procedure Rules within its Constitution to allow for the appointment of up to two Vice-Chairmen.
- 3.2 That, if agreed, paragraph 1 of the Procedure Rules paragraph 10 be amended with immediate effect to read:
- 10.3 One or two Vice-Chairmen will be appointed at the Annual Meeting, and this shall be the item of business following the election of Chairman. The Vice-Chairmen will be elected from amongst the members of the Panel.
- 10.4 In the event of the resignation of the Chairman or Vice-Chairmen or if any of them ceases to be a member of the Panel, a replacement will be appointed at the next meeting and will be drawn from amongst the members sitting on the Panel.
- 10.5 The Chairman shall preside at any meeting of the Panel. One of the Vice-Chairmen selected by agreement or in the absence of agreement by the Panel shall preside in the absence of the Chairman. If neither the Chairman nor either of the Vice-Chairmen are present at a meeting of the Panel, the other members of the Panel shall choose another member of the Panel to preside at the meeting.