

# Cheshire Police and Crime Panel

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**Date of Meeting: 08 February 2019**

**Report of: Brian Reed, Head of Democratic Services and Governance ,  
Cheshire East Council**

**Subject: Location, date and timing of Panel Meetings**

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## **1. Report Summary**

1.1 This report requests that the Panel consider the dates, location and timings of future meetings.

## **2. Recommendation**

2.1 The Panel is recommended to:

- (i) Consider a programme of meetings for the civic year 2019/20.
- (ii) Consider the most appropriate locations for meetings.
- (iii) Consider the time of day when meetings are held.

## **3. Programme and timing of Meetings**

3.1 Since its creation the Panel has followed a consistent pattern of regular, programmed meetings, with additional meetings being added to the diary when necessary. Following the practice of recent years of Panel meetings being held on a Friday, a day when the four Cheshire Councils have few public meetings, a suggested programme of meetings for the forthcoming civic year is:

- Friday 14<sup>th</sup> June 2019 (Annual Meeting)
- Friday 20<sup>th</sup> September 2019
- Friday 22<sup>nd</sup> November 2019
- Friday 7<sup>th</sup> February 2020
- Friday 10<sup>th</sup> April 2020

3.2 A meeting on Friday 7<sup>th</sup> February 2020 fits in with the statutory timetable for the consideration of the Police precept.

#### **4. Location of meetings**

- 4.1 For the last two years Panel meetings have been held on rotation at venues across all four Cheshire local Council areas. Prior to this change all meetings were held at Wyvern House, Winsford. The intention in moving meetings around Cheshire was to encourage members of the public to attend and to demonstrate that the Panel serves all of the county. Public attendance at meetings over the last two years has been no higher than it was when all meetings were held in Winsford.
- 4.2 Live video webcasting is only available when the Panel meets at Wyvern House, Winsford. Meetings held in other locations are recorded and the webcast published as soon as is practical after the meeting. There have been two occasions in the last two years when video webcasting was not possible, on these occasions audio recordings were made, but such recordings lack the functionality of a video webcast.
- 4.3 The Panel are asked to consider returning to the practice of holding all meetings at Wyvern House, where they can be live webcast. In this way, panel proceedings will be made accessible to the greatest number of citizens and to those who have accessibility needs.

#### **5. Timing of meetings**

- 5.1 Panel meetings have traditionally commenced at 10.00am, running to approximately 12.30pm. A number of Panel Members, especially those who are in employment, have indicated that it is difficult for them to attend meetings held during the day, especially if they are held in the morning. The Panel are asked to consider what would be the most convenient starting time for meetings. For example, the Panel may wish to consider commencing meetings later in the day, which would possibly make attendance easier for those in employment. One option would be for some or all meetings to commence at 2.30pm and for them to run to approximately 5.00pm.
- 5.2 A further option would be for some (or all) meetings to be held in the evening. However, it is suggested that if that option were supported it is likely that the Panel would wish to move away from meeting on a Friday. Finding a suitable evening for meetings may prove problematic, as three out of the four Cheshire local authorities hold some, or all of their meetings in the evening.

#### **6. Summary and conclusion**

- 6.1 The Panel needs to agree the date, location and timing of future programme meetings. Once a decision in principle has been made the Secretariat will finalise details and inform Panel members of the programme of meetings for 2019/20; this will then be publicised on the Panel's page on the Cheshire East Council website.

## **7. Equality Implications**

- 7.1 Live webcasting of meetings does help facilitate participation from those who are, for whatever reason, unable to attend a meeting.

## **8. Financial Considerations**

- 8.1 The overall cost of supporting a programme of meetings which rotates around Cheshire is slightly more expensive than if they were all held at Wyvern House; this is due to room hire costs and the additional costs of webcasting.

## **9. Contact Information**

Contact details for this report are as follows:-

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