

**Avon and Somerset Police and Crime Panel
21st March 2014**

Panel Expenditure 13/14 and Arrangements for 14/15

Recommendation

That the Panel note the 13/14 forecast and 4th quarter expenditure to date (Appendix 1 and 2)

That the Panel consider arrangements for 2014/15 in relation to the £920 expenses per panel member.

Background

The Home Office pay to PCP host authorities, quarterly and in arrears, a sum of up to £53,300 per annum for support costs and up to £920 per annum, expenses per panel member. The Grant must be claimed by the host authority by making a quarterly submission and using the prescribed Home Office claim form.

The Panel administration costs need not necessarily be contained within the £53 K allocated, subject to the overall sum being claimed (ie running costs **and** member expenses combined) not exceeding a total maximum which is agreed by the Home Office.

In July 2013, the Home Office confirmed that Bristol City Council would be eligible to claim up to £69,860 as Police and Crime Panel grant for 2013/14.

The 13/14 forecast and 4th quarter expenditure to date are attached at Appendix 1 and 2.

Panel Member expenses

The £920 is available to all the members of the panel - councillors, the compulsory co-opted lay people, and any other co-optees the panel appoints.

The £920 of expenses per member of the panel is in addition to the £53,000. The £920 per member is designed to cover their

expenses incurred from being on the panel, and the Home Office specifically designed it with travel expenses in mind. In effect it's designed to cover the costs that councils would normally pay members for attending meetings such as travel, subsistence and things like child care. (Home Office guidance quoted by Senior LGA advisor)

Joint Selection Panel Minute Extract 28th August 2012

The Joint Selection Panel considered arrangements for the Panel at its meeting on the 28th August and agreed the following:

“On the general subject of costs, it was noted that £53,000 per annum had been made available for the cost of supporting and maintaining the panel, plus a further £920.00 per member to cover necessary expenses. However, it was recognised that at this early stage, there were a number of unknowns, including the element of time allocated to confirmation hearings and the investigation of complaints. Guidance on the investigation and conduct of complaint hearings was expected in September and would hopefully assist in determining where these costs should fall. In the event of significant and prolonged complaints to the PCP, it was **AGREED** that a mechanism for additional funding would need to be looked at.

It was **AGREED** that the cost of running the panel should be contained insofar as possible within the government budget allocation, and a further report taken later in the year when officers would be able to provide a more accurate estimate of the costs associated with the running of meetings. The Chair emphasised the importance of budget monitoring and keeping the JSC informed of potential overspends as soon as possible. “

AVON AND SOMERSET POLICE AND CRIME PANEL**Expenditure 2013/14*****Panel Administration costs***

ITEM	COST (£)
Supporting the Panel by host authority lead officer, clerk and scrutiny officer	52,550.00
Staff mileage and fares claimed in connection with support for the Panel	187.42
Agenda printing and postage costs	1421.00
Room hire refreshments, refreshments, webcasting support	6,560
Catering	150.00
TOTAL	60,868.42

Panel Member Costs

ITEM	COST (£)
Independent co-opted members allowance claimed to date (£250 p.a per member)	562.50
Elected and co-opted member mileage costs claimed to date	856.65
Conference fee (Cllr Levy attendance at Frontline conference at Gloucester on 18 July)	99.00
Panel member induction day on 13.05.13 (Frontline's fee)	1,920.00
CoPACC annual subscription	520.00
TOTAL	3,958.15

COMBINED TOTALS	64,826.57
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Expenditure 1st January 2014 to 31st March 2014 (estimated)

Panel Administration costs

ITEM	COST (£)
Supporting the Panel by host authority lead officer, clerk and scrutiny officer	20,570
Staff mileage and fares claimed in connection with support for the Panel	
Agenda printing and postage costs	621.00
Room hire refreshments, refreshments, webcasting support	6,560
Catering	150.00
TOTAL	27,901.00

Panel Member Expenses

ITEM	COST (£)
Elected and co-opted member mileage costs claimed to date	326.70
TOTAL	326.70

COMBINED TOTALS	28,227.70
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