

**Report of: The Secretary of the West Midlands Police and Crime Panel****Date: 11 September 2017****West Midlands Police and Crime Panel Budget 2016/17 and 2017/18****1 Purpose of Report**

- 1.1 The West Midlands Police and Crime Panel has accepted a grant from the Home Office to meet the costs of the Panel. This paper is to report on actual costs for 2016/17 and to set out the budget for 2017/18.

**2 Recommendation**

- 2.1 The Panel is asked to note the expenditure for 2016/17 and to make any comments in relation to the forecast for 2017/18.

**3 Background**

- 3.1 In establishing Police and Crime Panels, the Home Office agreed that a limited grant would be provided to each Local Authority acting as the Host Authority (in providing the administrative support and management and maintaining the Police and Crime Panel). In the West Midlands this is Birmingham City Council.
- 3.2 The Panel's Arrangements, agreed with the Home Office in July 2013, stated that:

*The annual costs associated with the operation, organisation and administration of the Panel shall be offset by the Home Office grant to be managed by the Host Authority. All of the relevant costs incurred by the Host Authority in connection with the work of the Panel shall be met from the funding allocated by the Home Office unless the Authorities agree otherwise. The Host Authority shall monitor all expenditure incurred and make provision for an annual report.*

**4 Home Office Grant and Expenditure 2016/17**

- 4.1 The maximum amount which could be claimed from the Home Office in 2016/17 was £66,180. The amount claimed by Birmingham City Council is indicated below.

**Actual Expenditure 2015-16**

Panel administration (1)	£48,445.49
Member Expenses (2)	£23.50
Panel Meeting Expenses (3)	£817.75
Allowances (4)	-
<b>Total claimed from the Home Office</b>	<b>£49,286.74</b>

**(1) Panel Administration**

- 4.2 Costs for panel administration include officer time and website maintenance. This year the figure also includes some costs of the recruitment process for Independent Panel members, completed in March 2016 (which must be done every four years).

4.3 Some Panels have appointed a full time officer to support the Panel; within Birmingham a number of officers have some involvement in the Panel, but none work on it full time.

***(2) Member Expenses***

4.4 Members of the Panel can claim expenses in line with Birmingham City Council's member expenses scheme, for travel, subsistence and child care.

***(3) Panel Meeting Expenses***

4.5 The grant also covers the cost of meeting rooms, refreshments, printing and postage.

***(4) Allowances***

4.6 In January 2013 the Panel agreed that Members would not use the Home Office grant to draw allowances for members of the Panel.

**5 Home Office Grant and Proposed Expenditure 2017/18**

5.1 The Home Office grant for 2017/18 is up to £66,180.

5.2 The forecast expenditure for 2017/18 is therefore:

***Proposed Expenditure 2017-18***

Panel administration (1)	£50,000
Member Expenses (2 – as above)	£2,000
Panel Meeting Expenses (3 – as above)	£4,000
Allowances (4 – as above)	-
Contingency (5)	£10,180
<b>Total</b>	<b>£66,180</b>

***(1) Panel administration***

5.3 The time spent by officers (and being reclaimed against the Home Office grant) will amount to no more than £50,000 for 2017/18. Support costs associated with the WMPCP website ([westmidlandspcp.co.uk](http://westmidlandspcp.co.uk)) is also supported by the grant.

5.4 The budget will be adjusted if the work load intensifies in 2017-18. In addition some funding may need to be allocated to Legal Services for the Monitoring Officer's role in resolving complaints, on a basis to be agreed.

***(5) Contingency***

5.5 Contingency funding is available for other expenses, including conferences, training and development.

**6 Transparency**

6.1 Under the Home Office grant agreement, PCPs must "publish, as a minimum on their website, details of all their expenditure (or, where that is not possible, on the Host Authority's website)." This was introduced last year, and details are published on the website at: [westmidlandspcp.co.uk/about-the-panel/panel-funding-and-expenditure](http://westmidlandspcp.co.uk/about-the-panel/panel-funding-and-expenditure).

**7 Ongoing Home Office Funding**

7.1 The Home Office grant has been confirmed for 2017/18 but no commitment has been made for future years at this stage.

## **Background Information**

Police and Social Responsibility Act 2011

Grant agreement between Secretary of State for the Home Department and Birmingham City Council for the Police and Crime Panel Grant for the 2016/17 financial year.

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