

<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 9</b>
<b>18 MARCH 2015</b>	<b>Public Report</b>

**Contact Officer(s) – Ian Phillips**  
**Contact Details – 01733 863849**

**CAMBRIDGESHIRE POLICE AND CRIME PANEL – ADMINISTRATIVE COSTS AND MEMBER EXPENSES**

**1. PURPOSE**

1.1 This report provides details about the budget claimed to support Cambridgeshire’s Police and Crime Panel, including the expenses and allowances of Panel Members.

**2. RECOMMENDATIONS**

2.1 The Panel notes the financial position for costs associated with administrative support and member expenses.

**3. TERMS OF REFERENCE**

3.1 The report is in accordance with the inter-authority agreement of July 2012 concerning the arrangements of the Panel.

**4. BACKGROUND**

4.1 As Host Authority, Peterborough City Council receives a grant from the Home Office to fund the operation of the Cambridgeshire Police and Crime Panel. This grant is up to a maximum of £53,300 per full financial year for support and running costs, plus up to £920 per Panel member to cover their necessary expenses. The grant commenced in October 2012 and has been paid annually thereafter.

As agreed previously, the annual costs of the Panel, reduced by the figure of grant from the Home Office or any other source, shall be borne between the Authorities equally. However, to date this has not been required.

**5. KEY ISSUES**

5.1 Between October 2012 and the current date Peterborough City Council has provided staffing and other support to set up, establish and run Cambridgeshire’s Panel. The majority of costs are associated with day-day management and support of the Panel’s functions. This includes management support from Peterborough City Council’s Social Inclusion Manager and specialist support where required from teams across the council such as Legal, HR, Finance and Governance. The total administration costs for 2015/16 are forecast to be £39,220.

5.2 The council also receives grant to cover Panel Members expenses. Each member may claim up to £920 per annum in expenses. In 2015/16 Members claimed a total of £888 as at 31 January 2015. A breakdown of Member expenses is set out below:

<b>Councillor/Member</b>	<b>Date</b>	<b>Item</b>	<b>Cost</b>	<b>Total</b>
Ablewhite	-	-	£0.00	
Davidson	-	-	£0.00	
Fletcher	-	-	£0.00	
Graham	19.6.14	parking	£4.40	
	19.6.14	mileage	£4.05	
	17.10.14	mileage	£49.05	
	17.10.14	Police and Crime Panel National conference	£99.00	£156.50
Herbert	-	-	£0.00	
Hunt	-	-	£0.00	
McGuire	17.10.14	Police and Crime Panel National conference	£99	£99.00
Oliver	-	-	£0.00	
Over	30.07.15	mileage	£4.50	
	17.10.14	mileage	£54.40	
	17.10.14	Police and Crime Panel National conference	£99.00	£157.90
Reeves	17.10.14	Police and Crime Panel National conference	£99	£99.00
Shellens	30.7.14	parking	£2.40	
	30.7.14	mileage	£20.70	
	17.10.14	mileage	£62.10	
	17.10.14	Police and Crime Panel National conference	£99.00	
	5.12.14	mileage	£5.40	
	28.1.15	mileage	£5.40	
	28.1.15	parking	£10.00	£205.00
Shelton	30.7.14	mileage	£44.10	
	5.11.14	mileage	£24.30	
	5.11.14	parking	£3.20	£71.60
Sinnott	17.10.14	Police and Crime Panel National conference	£99.00	£99.00
Stokes	-	-	£0.00	
Fox	-	-	£0.00	
<b>Total</b>				<b>£888.00</b>

## 6. IMPLICATIONS

- 6.1 The costs of supporting the operation of the Panel will be contained within funding provided by the Home Office for this purpose. It is therefore anticipated that no funding contributions will be required from Authorities.

## 7. CONSULTATION

- 7.1 Not applicable.

## 8. NEXT STEPS

8.1 The budget will be monitored in accordance with the normal arrangements of the Host Authority, and reported to future panel meetings on a regular basis.

**9. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9.1 None

**10. APPENDICES**

10.1 None.

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