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| CAMBRIDGESHIRE POLICE AND CRIME PANEL | Agenda Item No. 14 |
| 30 JULY 2018 | Public Report |

Report of: Jane Webb, Secretariat, Peterborough City Council

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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 The Home Office provides grant funding to Host Authorities to support the running costs of Police and Crime Panels. The confirmed total annual funding for the Cambridgeshire Police and Crime Panel for the financial year 2017/18 is up to £66,180.

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, the host authority, has provided staffing and other support to set up, establish and run Cambridgeshire’s Panel. The majority of costs are associated with day-to-day management and support of the Panel’s functions. This includes specialist support where required from teams across the council such as Legal, HR, Communications, Finance and Governance. The total costs for 2017/18 are £54,158 and are broken down as follows:

| Breakdown of expenditure (items) | £ |
|---|------------------|
| Catering | 496.70 |
| Room Hire | 30.00 |
| Legal Costs | 2,000.00 |
| Transport Hire | 360.50 |
| Training | 915.00 |
| Conferences | 900.00 |
| Subscriptions | 20.00 |
| Staff Costs | 47,276.35 |
| Members' Travel expenses | 1,078.20 |
| Printing Agendas | 511.74 |
| Staff Travel | 569.95 |
| | |
| TOTAL | 54,158.44 |

5.2 The council also receives grant to cover Panel Members expenses. Each member may claim up to £920 per annum in expenses. In 2017/18 Members claimed a total of £1078.20. A breakdown of Member expenses is set out below:

| Councillor/Member | Item | Cost | Total |
|--------------------------|--------------------------|--------------------------|---------------|
| Cllr Shelton | Mileage Parking | 109.80 3.00 | 112.80 |
| Cllr Ayres | | | 0.00 |
| Cllr Howe | | | 0.00 |
| Cllr Oliver | | | 0.00 |
| Cllr Baigent | | | 0.00 |
| Cllr Murphy | Mileage | 65.70 | 65.70 |
| Cllr Lillis | | | 0.00 |
| Cllr Bisby | Mileage Train Taxi | 19.80 308.00 65.90 | 393.70 |
| Cllr Giles | | | 0.00 |
| Cllr Shellens | | | 0.00 |
| Cllr Pearson | | | 0.00 |
| Edward Leigh | Mileage Bus Train | 90.00 37.20 197.70 | 324.90 |
| Claire George | Mileage Parking | 97.20 4.00 | 101.20 |
| Cllr Sandford | | | 0.00 |
| Cllr Connor | | | 0.00 |
| Cllr Sanderson | | | 0.00 |
| Cllr Dickinson | | | 0.00 |
| Susan Hartropp | | | 0.00 |
| Cllr Sharp | Mileage Parking | 74.70 5.20 | 79.90 |
| Cllr Bond | | | 0.00 |

| | | | |
|-----------------------|--|--|-----------------|
| Cllr Howell (sub) | | | 0.00 |
| Cllr Sinnott (sub) | | | 0.00 |
| Cllr Miscandlon (sub) | | | 0.00 |
| Cllr Cuffley (sub) | | | 0.00 |
| Cllr Ali (sub) | | | 0.00 |
| Cllr Nethsingha (sub) | | | 0.00 |
| Total | | | £1078.20 |

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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