

SURREY POLICE AND CRIME PANEL

SURREY PCP BUDGET 2018/19 – ADDENDUM

7 February 2020

SUMMARY

This report sets out additional information regarding the expenditure of the Home Office grant for the Surrey Police and Crime Panel.

RECOMMENDATIONS

The Police and Crime Panel is asked to note the additional information provided regarding the Police and Crime Panel expenditure.

1.0 INTRODUCTION AND BACKGROUND

- 1.1 The Surrey Police and Crime Panel has accepted a grant from the Home Office to meet the costs of the Panel, including the administrative support. This paper is to provide additional information on the breakdown of expenditure of the grant for 2018/19 that was reported to the Panel in November 2019 - attached as **Annex 1** - and additional information was requested.
- 1.2 The addendum to the original report seeks to clarify the expenditure of the grant at the request of Panel Members.

2.0 CLARIFICATION OF SPECIFIC EXPENDITURE

- 2.1 Members of the Panel had queried the expenditure relating to reprographics, refreshments and training. The information below provides details on how this money has been spent.

Reprographics costs

- 2.2 The Police and Crime Panel meets six times per year (five formal meetings and one informal meeting) and has two sub-committees that take responsibility for finance and handling complaints. Papers are produced for each meeting for all 14 panel members along with copies of agendas for the public. Once printed, these papers are then posted to all panel members. The £2,000 reprographics allocation in the grant return to the Home Office includes the printing and postage costs for all committee and sub-committee meetings including letters to respond to complainants and other correspondence.

- 2.3 The cost of agenda and correspondence printing will vary depending on the number of pages, any colour copying and how the papers are collated. Costs per agenda can range from £1 to £20 per agenda for printing and postage and Surrey County Council assign a budget cost based on average printing costs for committee support and therefore the £2,000 allocation for the Police and Crime Panel is in line with this.

Training

- 2.4 The allocation of grant funding against training in the grant return is due to officers that support the Panel attending both the National Conference for Police and Crime Panels and a Police and Crime Panels workshop run by the Local Government Association.

Refreshments

- 2.5 In reference to the £120 charge for refreshments, this relates to charges incurred for refreshments for the meetings held on 28 June 2018, 19 September 2018 and 28 November 2018.

3.0 BREAKDOWN OF OFFICER SUPPORT TIME

- 3.1 In 2017/18 it was agreed that additional officer resource needed to be factored into supporting the Police and Crime Panel, particularly in relation to resolving complaints. This was set out in the report that was presented to the Panel on 5 February 2018.
- 3.2 In 2018/19 the Panel received a number of complex complaints which required a considerable increase in legal and management resource. This is reflected in the breakdown of employee costs.

4.0 COMPARISON OF POLICE AND CRIME PANEL BUDGETS FOR 2018/19

- 4.1 A breakdown of how the Surrey Police and Crime Panel's expenditure compares to other neighbouring Police and Crime Panels is shown in table 1 below.

Table 1 – Total grant spend for 2018/19 comparison

| Police and Crime Panel | Grant available £ | Grant spent £ | Variance £ |
|-------------------------------|--------------------------|----------------------|-------------------|
| Surrey | 66,180 | 60,677 | (5,503) |
| Hampshire | 72,700 | 69,651 | (3,049) |
| Sussex | 71,700 | 71,529 | (171) |
| Thames Valley | 64,340 | 64,340 | 0 |

5.0 BACKGROUND INFORMATION

- Police and Social Responsibility Act 2011
- Grant agreement between Secretary of State for the Home Department and Surrey County Council.
- Budget reports from Hampshire, Sussex and Thames Valley Police and Crime Panels for 2018/19

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