



HOME OFFICE MONITORING REPORT

1ST April 2024 to 31st March 2025

1. **KEY REQUIREMENTS**

- 1.1 To provide the South Wales Police and Crime Panel (PCP) and the Home Office with the end of year monitoring report on the use of the PCP grant and the expenses incurred during the period 01/04/24 – 31/03/25.
- 1.2 To allow public scrutiny of PCP spending, a transparency requirement has been attached as a condition of the single grant payment and the PCP must publish as a minimum on their website, details of all their expenditure.
- 1.3 As part of in-year monitoring information requirements, the PCP is required to report progress against key performance indicators (KPIs) in achieving outcomes and targets. A report must be sent to the Home Office annually, together with the end of year claim request form and completed outturn statement by the 27th June 2025.
- 1.4 The KPIs to be reported on are as follows:
 - The number of public meetings held.
 - Scrutiny documents and publications produced, including the Panel's Annual Report.
 - Engagement with the work of the Panel by members of the public and the South Wales Police and Crime Commissioner (SWPCC).

2. **PROGRESS AGAINST THE CRITICAL SUCCESS FACTORS**

- 2.1 The Home Office provides a grant allocation of £70,055 to Merthyr Tydfil County Borough Council who are the Host Authority for the PCP. The grant allocation is for the maintenance of a Police and Crime Panel to enable it to carry out the functions and responsibilities, in accordance with the Police Reform and Social Responsibility Act 2011. The grant allocation of £70,055 has remained the same since PCPs were introduced in 2012.

2.2 The grant is allocated under three headings:

| REF | HEADINGS | EXPENSES (£) |
|-----|---|---------------|
| A | Administration | £53300 |
| B | Expenses (up to £920 per member) | £11040 |
| C | Translation fees | £5715 |
| D | TOTAL ELIGIBLE EXPENDITURE (A+B+C) | £70055 |

The grant funding is not hypothecated, which means the Host Authority may transfer any underspend in one heading to cover additional costs in another as long as the total grant amount is not exceeded. For 2024/25, the PCP has an overspend on administration costs of £12,891 due in part to the additional work spend on the co-optation process, advertising, interviewing, translation and complaints. This overspend has been compensated by underspends on expenses and translation costs.

2.3 Claims are submitted to the Home Office every six months, which includes actual spend against predicted expenditure. The Host Authority holds the relevant evidence to support the claims.

2.4 Progress in respect of the Critical Success Factors between 01/04/24 – 31/03/25 is as follows:

a) **Number of meetings:**

In line with statutory requirements, the Panel held 5 formal meetings in the last year. Four Ordinary meetings and one AGM.

All meetings were in person. They were held on the following dates –

23rd April 2024. This meeting was held at the Orbit Business Centre, Rhydycar Business Park, Merthyr Tydfil with the agenda and minutes published on the South Wales Police & Crime Panel page on the host authority's website.

[SWPCP meeting 23rd April 2024- Agenda & Reports pack.](#)

[SWPCP meeting 23rd April 2024 - minutes](#)

18th June 2024. This meeting was held at the Orbit Business Centre, Rhydycar Business Park, Merthyr Tydfil with the agenda and minutes published on the South Wales Police & Crime Panel page on the host authority's website.

[SWPCP meeting 18th June 2024- Agenda & Reports pack.](#)

[SWPCP meeting 18th June 2024 - minutes](#)

17th September 2024. This meeting was held at the South Wales Police Headquarters in Bridgend with the agenda, reports and minutes published on the South Wales Panel page on the host authority's website. The meeting incorporated a tour of the Public Service Centre at Police Headquarters and an inspection of the Horses and Dogs Section and Accommodation.

[SWPCP meeting 17th September 2024- Agenda & Reports pack.](#)

[SWPCP meeting 17th September 2024- Minutes](#)

3rd December 2024. This meeting was held at the Orbit Business Centre, Rhydycar Business Park, Merthyr Tydfil. The reports considered at this meeting and the minutes of the meeting are published on the Panel page on the host authority's website.

[SWPCP meeting 3rd December 2024 - Agenda & Reports pack.](#)

[SWPCP meeting 3rd December 2024 - Minutes](#)

4th February 2025. This meeting was held at the Orbit Business Centre, Rhydycar Business Park, Merthyr Tydfil. The reports considered at this meeting and the meeting minutes are published on the Panel page on the host authority's website. This meeting was audio recorded with a link to the recording available on the host authority's website.

[SWPCP meeting 4th February 2025 - Agenda & Reports pack.](#)

[SWPCP meeting 4th February 2025 - Minutes](#)

In addition, there were unrecorded meetings of the Complaints Subgroup which is comprised of the (1) Host Authority's Senior Solicitor who is the Panel's principal support officer, (2) Host Authority's Monitoring Officer and (3) the Chair of the Panel to consider complaints against the South Wales Police & Crime Commissioner (SWPCC).

The Panel also held informal remote sub-group meetings on the Friday preceding formal panel meetings (save for the Precept meeting in February). These sub-groups are tasked with looking into the Commissioner's priorities and partner concerns. The new Commissioner has introduced a new Police & Crime Plan so the priorities for each sub-group will be reviewed for the forthcoming year.

Sub-Group 1 were responsible for -

Priority 1- Reducing and preventing crime and anti-social behaviour to keep people safe and confident in their homes and communities.

Priority 2 -Involving and empowering communities, working with partners in Local Government, Health, Fire and Welsh Government to deliver services that people need.

Partner concerns 1 to 4 namely Substance misuse, Supporting young people, Protecting vulnerable people and Domestic abuse.

Sub-Group 2 were responsible for –

Priority 3 - Working to protect the most vulnerable in our communities, understanding causes and taking prompt positive action as issues arise.

Priority 4 - Working to make the local Criminal Justice System efficient and effective to meet the needs of victims and reduce re-offending.

Partner concerns 5 to 8 namely Mental Health, Anti-social behaviour, Reducing re-offending and Terrorism.

Sub-Group 3 were responsible for –

Priority 5 - Ensuring that SWP continues to be a high performing force in terms of the operational response to crime, threats, harm and the detection of offenders.

Priority 6 - Ensuring money is spent wisely and that people are supported to provide the best possible policing in our communities.

Partner concerns 9 to 13 namely Violent Crime, Child sexual exploitation, Victims, Acquisitive crime and Public Perception.

The sub-groups meet informally four times a year in on-line meetings.

Sub-group meetings were held on the following dates –

- 19th April 2024
- 14th June 2024
- 13th September 2024
- 29th November 2024

On the 18th February 2025 an additional informal Panel meeting was held on TEAMS to hear a presentation from the new Police & Crime Commissioner on the changes made to the Police & Crime Plan. Formal reports on the then proposed new Police & Crime Plan had previously been published with updates and progress in meeting the plan scheduled for future Panel meetings as a standing item.

Over the last year there have been changes to the Panel membership with three new members appointed. Cllr Sean Driscoll nominated by Cardiff Council, Cllr Bill Smith nominated by Merthyr Tydfil County Borough Council and Mr Gareth Chapman appointed as a new co-opted member in place of former co-opted member Mr Mel Jehu. All three new

members individually met with the Panel's Support Officer and given bespoke training on the role of the Panel.

Additionally, three Panel members and the Panel support officer set aside a full day on the 6th September 2024 to interview candidates for the co-opted member positions.

b) Scrutiny & Publications:

The SWPCP produced five reports all published on the SWPCP web page found on the host authority's website <https://www.merthyr.gov.uk/council/councillors-and-committees/south-wales-police-and-crime-panel/> during and following the reporting period. Those reports relate to:

- The Panel's Annual Report 2023 to 2024.
- Reports on the co-option of independent members on the 18th June and 17th September 2024.
- Reports on the appointment of a new vice chairperson on the 4th December and the 4th February 2025

Panel Member Expenses & Allowances for 2024/25 are published on the SWPCP web page found on the host authority's website.

In addition to the above the SWPCP has also scrutinised and published reports relating to the following:

- On the 18th June 2024 the SWPCC's Annual Report for 2023/2024 – was presented to the Panel. This was considered, and a report issued by the Panel and published on the Panel's web page agreeing the content with recommendations that the current priorities be maintained and that reports in the future be honest, concise, impactful and contain detail to allow the SWPCP to monitor and assess progress on the plan when compared to the previous year's plan, detailing for instance any "lessons learned" (if any).
- On the 4th February 2025 the Panel considered a report on the SWPCC's Precept for 2025/26 – the PCP agreed to support the 7.37% precept sought for 2025/26 with the following recommendations and comments –
 1. In the first instance the SWPCP once again expressed its disappointed that the financial burden of paying for an effective police force is being gradually transferred from central government to the council tax paying public via the Precept and the SWPCP feels strongly that this should not continue.
 2. To assist the SWPCP in its scrutiny of the Commissioner's budget in the level of detail that is required, it is recommended that a Sub-Group of members be constituted to lead on the financial aspects of the SWPCP's role. The sub-group will consist of SWPCP members and members of the Commissioner's finance team.

3. That the Commissioner provides an update to the SWPCP at a future meeting on how any additional Home Office monies received by South Wales Police from the £100 million allocated for neighbourhood policing in England & Wales and announced on the 31st January 2025 will be allocated and the impact this will have on policing in South Wales.

(c) Engaging with the SWPCC:

- The Panel via its members and its support officers continue to liaise regularly with the Commissioner and his office especially in relation to complaints and setting SWPCP agenda items. There is also a standing offer for panel members to liaise informally with the Commissioner or her office on matters that concern them or the Panel generally. The SWPCP sub-groups also look into the SWPCC's priorities and partner concerns with an offer extended to liaise directly with the SWPCC's staff.
- On the 17th September 2024, following an invitation from the Commissioner the Panel met at South Wales Police Headquarters. Whilst there, Panel members were given a tour of the Public Service Centre at Police Headquarters and an inspection of the Horses and Dogs Section and Accommodation. This is the third time members have attended Police Headquarters, and it is envisaged that this will be replicated every year with one meeting taking place at the headquarters of South Wales Police.
- The Commissioner attends every formal Panel meeting where formal and informal engagement occurs. The Commissioner will also meet leaders of all South Wales Councils prior to the issuing of the Precept and some members will engage with the Commissioner in this context.
- Some members also have involvement in other South Wales organisations for example <http://www.saferwales.com/> who are involved in initiatives and projects that touch upon the work of the Commissioner. These members will liaise with the Commissioner on this basis.
- The scrutiny sub-groups also allow deeper scrutiny and engagement with the Commissioner and her office on the topics they consider. The Commissioner has confirmed that she would welcome this type of additional engagement. The remit and scope of the sub-groups is developing as new members become more familiar with the role of the Panel and their roles as members. This will be further enhanced by the introduction of a finance sub-group for the years ahead.

(d) Other engagement:

- The PCP joined the National Association of Police, Fire and Crime Panels in 2020 and as a consequence it continues to receive support and guidance from this organisation if needed.

- On the 26th March 2025 a PCP development day organised by the Welsh Local Government association took place where panel members were able to further develop their understanding of their roles as Panel members. It offered an opportunity to network, share good practice and emerging topics.
- The lead officers for the 4 Welsh PCPs regularly communicate via email on issues affecting the running of an effective PCP and share best practice.

(e) Engagement with the public:

- The PCP has a dedicated section on the Host Authority's website which gives full details of the Panel to include links to meetings and agenda items, reports, videos, Panel Arrangements, Rules of Procedure, Complaints etc. This page is updated regularly and allows members of the public full access to the work of the Panel and of the work of the Commissioner.
- The Panel's Rules of Procedure permit questions and statements from the public and this facility is regularly used with public questions being presented to the Panel at either the beginning or the end of the Panel meeting. Whenever possible any question from the public that relates to the work of the SWPCC is sent to her office prior to the meeting date in order that the question can be addressed at that meeting. If a response is not possible within time limits, then the SWPCC will respond to the question at a future meeting.
- In addition to the above the Panel also handles complaints made against the Commissioner or the Deputy Commissioner. Between the 1st April 2024 and the 31st March 2025 the Panel received three new recorded complaints which were managed and are being managed in accordance with policy and procedure. In addition to the three recorded complaints, the Panel also received other complaints that were not recorded as they related to complaints about South Wales Police and not the conduct of the Commissioner. These complaints were referred to the appropriate body to investigate.

2.5 The above arrangements fulfil the role of support and scrutiny of the PCC.

3. EXPENDITURE

- 3.1 Additional work took place last year in relation to the appointment of co-opted Panel Members. This process incurred additional costs in (1) officer time, (2) advertising £1368, (3) room hire and (4) training.
- 3.2 Induction training was also required for two new appointed local authority members (Cardiff and Merthyr Tydfil) and the new independent member.

3.3 Member attendance at Panel meetings continues to be good with the only absentees being members suffering from ill health. As such member allowance claims remain high for each meeting. There are additional costs associated with the holding the meetings at the Orbit Centre e.g. room rental costs.

3.3 A breakdown of the Home Office claim providing details of the grant claim and the outturn statement for the period April 2024 to March 2025 will be sent to the Home office in due course.

3.4 Expenditure for the reporting period 01/04/24 – 31/03/25 is as follow:

- Administration Costs: £66, 191.00
- Member Costs: £3864

Please see link to published member expenses

<https://www.merthyr.gov.uk/media/9029/swpcp-2022-2023-expenses.pdf>

The PCP has held five formal meetings of the full Panel, one informal full Panel meeting 12 informal sub-group meetings, member development training and interviews.

In line with the Panel Arrangements, Members of the SWPCP are paid an allowance for attendance at a formal meeting of the Panel or formal sub-committee of the Panel, and attendance at any training or developmental event approved by the Panel.

- Translation Costs: included as part of administration costs

Total £70.055

3.5 All expenses incurred by Panel Members have to be authorised by the Lead Officer/Host Authority to ensure it provides value for money and benefits the PCP as a whole.

3.6 Any spend incurred by Support Officers has to be authorised by the Host Authority to ensure value for money.