



HOME OFFICE MONITORING REPORT

1ST April 2021 to 31st March 2022

1. **KEY REQUIREMENTS**

- 1.1 To provide the South Wales Police and Crime Panel (SWPCP) 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 01/04/21 – 31/03/22.
- 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 now required to report progress against critical success factors in achieving outcomes and targets, and highlight how value for money (e.g., benefits, savings, efficiencies, etc) is being achieved. A report must be sent to the Home Office annually, together with the end of year claim request form and completed outturn statement by 31 July 2022.
- 1.4 The Critical Success Factors 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 SWPCP. 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.

2.2 The grant is allocated under three headings:

- Administration Costs, which includes Officer re-charge costs, and costs associated with the general management of the PCP, training and registration.
- Member Costs
- Translation Costs

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 2021/22, the PCP has an overspend on administration costs of £7,003 due in part to the additional work involved in advertising, shortlisting, interviewing and training new independent members which has been compensated by underspends on expenses (£1,288) and translation costs (£5,715).

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 01/04/21 – 31/03/22 is as follows:

a) Number of meetings:

Five formal meetings were held during the reporting period. They were held on the following dates –

27th April 2021. This was remote meeting held on TEAMS with the meeting recorded and published on the Panel page on the host authority's website <https://www.merthyr.gov.uk/council/councillors-and-committees/south-wales-police-and-crime-panel/>

1st June 2021. This was an in-person meeting held at the Host Authority's offices as the usual venue used for PCP meetings was closed due to Covid-19 restrictions in place at the time. The recording equipment in the Council Chamber was being upgraded so it was not possible to record this meeting. The reports considered are published on the Panel page on the host authority's website <https://democracy.merthyr.gov.uk/ieListDocuments.aspx?CId=349&Mid=4429&Ver=4&LLL=0>

14th September 2021. This was an in-person meeting held at the Host Authority's offices as the usual venue used for PCP meetings remained closed due to Covid-19 restrictions in place at the time. The recording equipment in the Council Chamber was being upgraded so it was not possible to record this meeting. The reports considered at this meeting are published on the Panel page on the host authority's website-

<https://democracy.merthyr.gov.uk/ieListDocuments.aspx?CId=349&MId=4641&Ver=4&LL=0>

7th December 2021. This was an in-person meeting held at the Host Authority's offices as the usual venue used for PCP meetings remained closed due to Covid-19 restrictions in place at the time. The recording equipment in the Council Chamber was being upgraded so it was not possible to record this meeting. The reports considered at this meeting are published on the Panel page on the host authority's website-

<https://democracy.merthyr.gov.uk/ieListDocuments.aspx?CId=349&MId=4643&Ver=4&LLL=0>

3rd February 2022. This was an in-person meeting held and the last meeting held at the Host Authority's offices. The usual venue used for PCP meetings re-opened shortly after this meeting and all future meetings have since been held there. The recording equipment in the Council Chamber was being upgraded so it was not possible to record this meeting. The reports considered at this meeting are published on the Panel page on the host authority's website-
<https://democracy.merthyr.gov.uk/ieListDocuments.aspx?CId=349&MId=4642&Ver=4&LLL=0>

In addition, there were numerous unrecorded meetings of the Complaints Subgroup 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 SWPCC.

b) Scrutiny & Publications:

The SWPCP produced three 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:

- Panel Member Expenses & Allowances for 2021/22 published on the SWPCP web page found on the host authority's website
- Oversight of complaints received – 4th June 2019 to 27th April 2021
- Proposal to establish scrutiny sub-groups for the year 22-23

It was intended to put the SWPCPs Annual Report 1 April 2021 – 31 March 2022 to the AGM on the 29th June 2022 but by that date only three panel members had been formally approved by the Home Office and as such the Panel was not quorate, so formal Panel business was not undertaken an informal meeting was held where training was given. It is intended to put the 22-23 annual report to the next Panel meeting on the 20th September 22.

An oversight of complaints report will similarly be put to the next formal Panel meeting on the 20th September 2022 covering the complaints received from the date of the last report.

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

- On the 14th September 2021 the SWPCC's Annual Report for 2020/2021 – 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 the following recommendations –
 1. that there continues to be investment in front line services,
 2. that the priorities detailed in the report in particular the priority to protect the vulnerable is maintained and continues to be a significant priority for the police and
 3. that although it was noted that partnership working is good and is a priority for the Commissioner improvements need to be made with regard to public engagement to guide priorities and partnership working.
- On the 3rd February 2022 the panel considered a report on the SWPCC's Precept for 2022/23 – the PCP agreed to support the 5% precept sought for 2022/23 with the following recommendations –
 1. That any future precept report from the Commissioner must make it clear on the front page the precept sought in particular any percentage increase/decrease.
 2. That a further request be made to Central Government by the Commissioner to secure Capital City uplift.
 3. That the Commissioner has cognisance of the fact that any increase in the precept places a greater burden on the council taxpayer when the cost of living, as is the case today, is high.
- The SWPCP has responded to the Home Office consultation on the review into the role of Police and Crime Commissioners (Part One).

(c) Engaging with the SWPCC:

- The Panel via its members and its support officers 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 his office on matters that concern them or the Panel generally.
- The Commissioner attends every formal Panel meeting where formal and informal engagement occurs. The Commissioner will also meet leaders of all South Wales Council's 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.
- Now that scrutiny sub-groups have been set up, it is likely there will be further “deep dive” engagement with the Commissioner and his office on the topics they consider. The Commissioner has confirmed that he would welcome this type of additional engagement.

(d) Other engagement:

- The PCP joined the National Association of Police, Fire and Crime Panels in 2020 and as a consequence receives support and guidance from this organisation if needed.
- The WLGA organised an All-Wales PCP group meeting which took place remotely on the 11th May 2021. These meetings are bi-annual with the aim of sharing good practice.
- On the 30th June 2021 a Special Meeting of the WLGA PCP members and support officers group met to consider the Emergency Services Network. The
- A virtual focus group meeting attended by the Panel’s principal support was held remotely on the 7th October 2021 with Deloitte where such matters such as Panel support, skills, strengths and weaknesses were discussed.
- On the 11th October 2021 the vice chair met with the minister for social justice to discuss the work of Panels in Wales and the ability/option to hold Panels remotely or as a hybrid.
- Two Panel Members and a Support Officer attended the Tenth Annual Conference for PCPs on the 1st & 2nd November 2021 at Warwick University which provided opportunities to attend policy seminars, forums and networks.
- On the 17th December 2021 the Panel’s principal support officer attended an on-line meeting with Daniel West of the Home Office to discuss the Part One PCC Review recommendations.
- On the 2nd March 2022, the Council’s principal support officer and an Independent Panel Member attended virtual training on “Scrutiny for Panels” provided by the Home Office.

(e) Engagement with the public:

- To comply with legal requirements on the 1st June 2021 the Panel resumed in-person meetings. Prior to this date meetings had been held remotely via

TEAMS with the meetings recorded and published on the Panel's website page. Although the move to in-person meetings was achieved without problems, the venues used for the in-person meetings do not have facilities to record or webcast meetings. This is disappointing as there had been increased public engagement with the meetings when they were recorded and broadcast. Arrangements are however in place to meet in-person but for the meeting to be recorded on Teams for publication.

- 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 his 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.
- A considerable amount of work was carried out in 2021 – 22 to appoint new independent Panel members. The posts were advertised to the public in a number of publications and on social media which had the effect of raising the profile of the Panel. Consideration will be given in the 22-23 to how the Panel can further raise its profile and thereby get greater public participation.

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

3. EXPENDITURE

A considerable amount of extra work took place last year as we had to advertise and select two independent members. The new members also had to be trained. This is a very time - consuming operation for support staff and for the shortlisting and interviewing sub panel.

3.1 During the pandemic when meetings were held remotely Panel member attendance increased significantly as members were able to fit Panel meetings into their schedules more easily. As such member allowance claims increased. Now Panel meetings are in -person member attendance has reverted to pre-pandemic attendance. Initially Panel meetings were held at the Council Chamber which although served its purpose for the short term it is not a venue that can be used in the future. The previous meeting venue is now back in operation and all future meetings will be held there. There are however additional costs associated with the new venue which were not present when we were on-line or in the Council Chamber.

3.2 Annex A provides details of the grant claim and the outturn statement for the period April 2021 to March 2022. In addition, a breakdown of the claim is provided at Appendix 1.

3.3 Expenditure for the reporting period 01/04/21 – 31/03/22 is as follow:

- Administration Costs: £60,303
 - Member Costs: £9.752
- <https://www.merthyr.gov.uk/media/8243/swpcp-expenses-2021-2022.pdf>

The PCP has held five formal meetings of the full Panel and a numerous of meetings of the shortlisting and interview panel to select the new independent members.

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

- Translation Costs: nil

Total £70.055

- 3.4 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.
- 3.5 Any spend incurred by Support Officers has to be authorised by the Host Authority to ensure value for money.