

CABINET MEMBERS DELEGATED DECISION

Open		Mandatory			
Any especially affected Wards		Discretionary			
		Operational			
Lead Member: Councillor Beales E-mail: cllr.alistair.beales@west-norfolk.gov.uk		Other Cabinet Members consulted:			
		Other Members consulted:			
Lead Officer: Kate Blakemore E-mail: kate.blakemore@west-norfolk.gov.uk		Other Officers consulted:			
Financial Implications YES/ NO	Policy/Personnel Implications YES /NO	Statutory Implications YES /NO	Equality Impact Assessment YES/ NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES /NO	Environmental Considerations YES/NO
Date of publication of report: 08 January 2026			Date decision to be taken: 15 January 2026		
Deadline for Call-In: 22 January 2026					

NORFOLK POLICE AND CRIME PANEL FUNDING

Summary

The Norfolk Police and Crime Panel is a joint committee hosted by Norfolk County Council. The Home Office provides a grant to host authorities to maintain the Panel, and this allocation has remained unchanged since its establishment in 2012.

The grant is now issued under a three-year agreement, reflecting the government's plan to end the Police and Crime Commissioner model in 2028. At that point, governance functions will transfer to Mayors or local council leaders, and Police and Crime Panels will be replaced.

For the first time, forecast expenditure for 2025–26 is expected to exceed the Home Office grant due to inflation and pay awards.

At its meeting on 28 October 2025, the Panel considered several savings proposals, but not all were accepted, resulting in an anticipated overspend. Norfolk Leaders have agreed in principle that their councils will contribute towards costs above the Home Office grant for the current three-year period. They specified that the total overall additional contribution is to be capped at 20% of the grant allocation and apportioned between local authorities as set

out in the Panel Arrangements. This decision effects the Borough Council of King's Lynn and West Norfolk's contribution.

Decision to be taken

To approve the Borough Council of King's Lynn and West Norfolk's contribution towards any Police and Crime Panel costs which exceed the Home Office grant for 2025–28 up to a maximum on £1,007.55.

Reason for Decision

To ensure that the Norfolk Police and Crime Panel is sufficiently resourced to fulfil its duties and provide effective policing governance, especially during the upcoming transition period linked to devolution.

1. Background and Purpose

- 1.1** The Police Reform and Social Responsibility Act 2011 (the Act) requires the relevant local authorities in each police force area to establish and maintain a Police and Crime Panel (PCP) for its police force area.
- 1.2** The Act requires the functions and procedural rules for the operation of the PCP to be set out in 'Panel Arrangements' and 'Rules of Procedure'. The Panel Arrangements (and any changes) must be agreed collectively by the local authorities but the Rules of Procedure are for the PCP to approve once it has been established.
- 1.3** It is the Panel Arrangements which make provision about the financial arrangements to support the costs of the Panel – see **Annex 1** of this report (Police Reform and Social Responsibility Act 2011, Schedule 6, part 2, para. 11).
- 1.4** Currently, the Panel Arrangements state that the PCP will seek to operate within the limit of the Home Office funding. However, they also provide a mechanism to approve any additional expenditure – see **Annex 2** of this report (Norfolk PCP Panel Arrangements, para. 4.1).

2. Issue considered by Norfolk Leaders: containing expenditure within the Home Office grant allocation

- 2.1** The Home Office has provided a 2025-28 grant agreement for the Norfolk Police and Crime Panel and confirmed the maximum annual grant amount of £64,340.00. This is now a three-year funding arrangement, with indicative grant amounts of £64,340.00 for future funding periods (years 2 and 3).
- 2.2** The maximum grant amount has not changed since it was introduced in 2012. Inflation and pay awards mean that expenditure has since grown and

for the first time the projected expenditure for 2025-26 is forecast to exceed the allocation by £3,891.70. Forecast expenditure for the three-year funding period is set out in Table A below.

Table A: Forecast expenditure

Expenditure	2024-25 (Actual)	2025-26 (Forecast)	2026-27 (Forecast)	2027-28 (Forecast)
Administration				
Staff salary re-charges (Democratic Services)	£56,110.82	£59,646.43	£59,825.42	£61,620.16
HR recharge – support for co-opted independent member recruitment	£1,598.47	£1,659.21	£1,722.25	£1,787.69
Training and development				
- annual subscription to the Eastern Region P(F)CP network	£420.00	£420.00	£420.00	£420.00
- annual conference attendance (delegate fees for 4 residential delegates)	£1,400.00	£1,932.00	£2,005.41	£2,081.61
- catering for a Panel training and development session (if required)	£179.20	£186.00	£193.06	£200.39
Audit fees	£3,594.77	£3,732.00	£3,873.81	£4,021.01
Printing and postage (agenda and training materials)	£526.07	£546.06	£566.80	£588.33
Member expenses	£547.94	£600.00	£600.00	£600.00

Total:	£62,977.27	£68,231.70	£69,206.75	£71,319.19
Variance:	-£1,362.73	£3,891.70	£4,866.75	£6,979.19

2.3 The forecast expenditure is based on the 2024-25 outturn position, scheduled activity, and takes account of standard inflation and anticipated pay awards.

2.4 When it met on 28 October 2025, the Panel considered several proposals to bring projected expenditure to within the grant amount. These are set out in Table B below.

Table B: Savings proposals considered by the Panel

Ref	Saving Proposal	2025-26 £
1	Reduce the proportion of allocated scrutiny support officer time - Reducing the proportion of allocated scrutiny support officer time from 75% (equivalent to 3 days a week, 0.6 FTE) to 50% (equivalent to 2 days a week, 0.4 FTE), between September 2025 and March 2026.	-8,278.32
2	Stop posting hard copy agendas to main Panel Members	-461.06
3	Cease to be a member of the Eastern Region Panel Network	-420.00
4	Limit attendance at the annual Panel conference to the Chair (or Vice-Chair) and support officer	-966.00
5	Panel Members and external attendees provide their own refreshments at any training or briefing events	-200.00
	Total:	-10,325.38

2.5 Two of the proposals were rejected, which means projected 2025-26 expenditure is likely to exceed the available grant:

- Proposal 1: reduce the proportion of allocated scrutiny support officer time

The Panel's view was that reducing support officer time from 0.6 FTE to 0.4 FTE would not be appropriate, given the Panel was likely to require additional support to navigate Devolution and LGR.

- Proposal 3: cease to be a member of the Eastern Region Panel Network

The Panel's view was that the network was valuable, not least during the upcoming Devolution transition period.

- 2.6** Three of the proposals were considered to be acceptable, with the savings attached to these totalling £1,627.06. However, according to the forecast position, even with these savings applied, should all expenditure be incurred the overspend would still amount to approximately £2,768.64. The details are set out in full at **Annex 3**.
- 2.7** The Panel Chair therefore sought Norfolk Leaders agreement to contribute to expenditure above the grant allowance for the remaining term of the grant agreement, the three-year period from 2025-26 to 2027-28.
- 2.8** For 2025-26, apportioned between councils as determined in the Panel Arrangements, the contributions would be approximately:
- Norfolk County Council: £830.59
 - Each District Council: £276.80
- 2.9** Norfolk Leaders agreed in principle that their councils will contribute towards costs above the Home Office grant for the current three-year period. They specified that the total overall additional contribution is to be capped at 20% of the grant allocation (£12,868) and apportioned between local authorities as set out in the Panel Arrangements.

3. Proposal

- 3.1** To approve the Borough Council of King's Lynn and West Norfolk's contribution towards any Police and Crime Panel costs which exceed the Home Office grant for 2025–28 up to a maximum of £1,007.55. The total overall additional contribution is to be capped at 20% of the grant allocation and apportioned between local authorities as set out in the Panel Arrangements.

4. Impact of the Proposal

- 4.1** To ensure the Norfolk Police and Crime Panel is sufficiently resourced to fulfil its duties and provide effective policing governance, especially during the upcoming transition period linked to devolution.

5. Evidence and Reasons for Decision

- 5.1** Set out at paragraph 2 above.

6. Alternative Options

- 6.1** Norfolk Leaders considered and rejected the following alternative options:
- a) Do nothing – Norfolk County Council, as host authority, would need to consider what steps were required to fund any variance.
 - b) Consider an alternative proposal – For example, making a smaller reduction in the Scrutiny Support Officer's time supporting the Panel. Reducing from the current 3 days to 2.5 days per week (0.5 FTE) would still generate savings of approximately £4,139.16 in 2025–26.

Combined with the savings already agreed, this should bring the overall expenditure within the available grant (an approximate total of £62,969.48) in 2025-26. Support for Police, Crime and Fire Panels varies across the country; however, 0.5 FTE is broadly comparable, as many support officers also undertake other Democratic Services responsibilities.

7. Financial Implications

- 7.1 If the additional contribution is capped at 20% of the grant and apportioned between local authorities under the Panel Arrangements, the Borough Council's maximum contribution over the three-year period would be £1,007.55.

8. Resource Implications

- 8.1 Workforce: None. This grant arrangement will be managed with existing staff resources.
- 8.2 Property: None identified.
- 8.3 IT: None identified.

9. Other Implications

- 9.1 Legal Implications: None identified.
- 9.2 Human Rights Implications: None identified.
- 9.3 Equality Impact Assessment: None.
- 9.4 Data Protection Impact Assessments (DPIA): None.
- 9.5 Health and Safety implications: None identified.
- 9.6 Sustainability Implications: None identified.
- 9.7 Impact of Devolution on the decision: None identified.
- 9.8 Impact on Devolution of the decision: The proposal will support effective ongoing policing governance, especially during the upcoming transition period linked to devolution.
- 9.9 Impact of Local Government Reorganisation on the decision: None identified.
- 9.10 Impact on Local Government Reorganisation of the decision: The proposal will support effective ongoing policing governance, especially during the upcoming transition period linked to devolution.
- 9.11 Any Other Implications: None identified.

10. Risk Implications / Assessment

10.1 None identified.

11. Select Committee Comments

11.1 Not applicable.

12. Recommendations

12.1 To approve the Borough Council's contribution towards any Police and Crime Panel costs which exceed the Home Office grant for 2025–28 up to a maximum of £1,007.55. The total overall additional contribution is to be capped at 20% of the grant allocation and apportioned between local authorities as set out in the Panel Arrangements.

13. Background Papers

13.1 Norfolk Police and Crime Panel agenda and minutes from the [28 October 2025](#) meeting.



Signed:.....

Cabinet Member for:..... **Leader**

Date:08/01/2026

Police Reform and Social Responsibility Act 2011

Schedule 6, part 2, paragraph 11

Costs of the panel

11(1) This paragraph applies to a multi-authority panel.

11(2) The panel arrangements must make provision about—

- (a) how the relevant local authorities are to meet the costs of the panel; and
- (b) insofar as the provision is necessary, how funds paid (whether by the Secretary of State or otherwise) to meet the costs of the panel are to be paid to, or distributed between, the relevant local authorities.

The Act can be viewed via the following link:

<http://www.legislation.gov.uk/ukpga/2011/13/schedule/6>

Norfolk PCP – extract from the Panel Arrangements

4. Financial Arrangements

- 4.1 The funding provided by the Home Office to support the work of the PCP will be received by the County Council as lead authority. The PCP will seek to operate within the limit of the Home Office funding. Any additional expenditure by the PCP above the funding provided by the Home Office will require the prior agreement of all the constituent local authorities and, if approved, will be apportioned between the local authorities on the basis of the number of members each has on the PCP.
- 4.2 The Home Office funding includes a specified sum per member per annum to cover their expenses. Each local authority will pay the expenses of its own representatives and seek reimbursement from the County Council at the end of each financial year, up to a maximum of the specified sum.
- 4.3 The local authorities will establish a joint independent remuneration panel to consider whether a special responsibility allowance should be paid to the Chair of the PCP and if so, what the level of that SRA should be. If the councils subsequently decide that an SRA will be paid, the cost will be apportioned between the councils on the basis of the number of members each has on the PCP. The independent remuneration panel shall be convened by the lead authority, with its membership to be drawn from the independent remuneration panels for each local authority.

The full Panel Arrangements document can be viewed via the following link:

<https://www.norfolk.gov.uk/what-we-do-and-how-we-work/policy-performance-and-partnerships/partnerships/crime-and-disorder-partnerships/police-and-crime-panel>

Expenditure	2024-25 (Actual)	2025-26 (Forecast)	2025-26 (with agreed savings proposals applied)	2025-26 (with all savings proposals applied)
Administration				

Staff salary re-charges (Democratic Services)	£56,110.82	£59,646.43	£59,646.43	£51,378.11
HR recharge – support for co-opted independent member recruitment	£1,598.47	£1,659.21	£1,659.21	£1,659.21
Training and development - annual subscription to the Eastern Region P(F)CP network	£420.00	£420.00	£420.00	£0.00
- annual conference attendance (delegate fees for 4 residential delegates)	£1,400.00	£1,932.00	£966.00	£966.00
- catering for a Panel training and development session (if required)	£179.20	£186.00	£0.00	£0.00
Audit fees	£3,594.77	£3,732.00	£3,732.00	£3,732.00
Printing and postage (agenda and training materials)	£526.07	£546.06	£85.00	£85.00
Member expenses	£547.94	£600.00	£600.00	£600.00
Total:	£62,977.27	£68,231.70	£67,108.64	£58,420.31
Variance:	-£1,362.73	£3,891.70	£2,768.64	-£5,919.70

Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

Name of policy/service/function	Norfolk Police and Crime Panel Funding				
Is this a new or existing policy/service/function? (<i>tick as appropriate</i>)	New		Existing	✓	
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	To approve the Borough Council's contribution towards any Police and Crime Panel costs which exceed the Home Office grant for 2025 to 2028 up to a maximum of £1,007.55.				
Who has been consulted as part of the development of the policy/service/function? – new only (<i>identify stakeholders consulted with</i>)	Leader of the Council. Democratic Services – Norfolk County Council				
Question	Answer				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group. NB. Equality neutral means no negative impact on any group.</p> <p><i>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</i></p> <p><i>*For more information on health inequalities please visit The King's Fund</i></p>		Positive	Negative	Neutral	Unsure
	Age			✓	
	Disability			✓	
	Sex			✓	
	Gender Re-assignment			✓	
	Marriage/civil partnership			✓	
	Pregnancy & maternity			✓	
	Race			✓	
	Religion or belief			✓	
	Sexual orientation			✓	
	Armed forces community			✓	
	Care leavers			✓	
	Health inequalities*			✓	
	Other (eg low income, caring responsibilities)			✓	
Please provide a brief explanation of the answers above:					
Contributing towards the shortfall from the Home Office Grant enables the Police and Crime Panel to continue their function.					

