

BRITISH TRANSPORT POLICE AUTHORITY

MINUTES POLICE AUTHORITY TUESDAY 5TH JULY 2005

at
BMA HOUSE

Present: Sir Alistair Graham (Chair)
Sir David O'Dowd
Ms J Lewis-Jones
Mr L Adams
Mr M Brown
Mrs W Towers
Ms C Knights
Ms S May
Mr M Holden
Mr C Foxall
Mr J King

Apologies: Mr R Gisby

In Attendance: Mr I Johnston, Chief Constable
Mr A Trotter, Deputy Chief Constable
Mr P Robb, Assistant Chief Constable
Mr P Nicholas, Assistant Chief Constable
Ms S Budden, Director of Finance and Corporate Services
Mr A Pacey, Acting Assistant Chief Constable
Mr P Zieminski, Chief Superintendent, Strategic Development

Mr R Hemmings, Chief Executive & Clerk
Ms D McGovern, Deputy Clerk & Minutes
Mrs L Pike, Treasurer
Mrs S Elvy, Research and Policy Officer
Miss L Bryant, PA

56/2005	Apologies	2
57/2005	Minutes meeting 3rd May 2005	2
58/2005	Matters Arising / Actions Outstanding	2
59/2005	Membership Update	2
60/2005	Committee Issues	2
61/2005	Chief Constables Report	4
62/2005	Programme Update	5
63/2005	Budget Plan Process	6
64/2005	Proposals for the Budget Making Process	7
65/2005	Operational Policing Issues	7
66/2005	Cases of Interest	8
67/2005	Disputes Update	8

56/2005 APOLOGIES

Non Agenda

Sir Alistair gave apologies from Mr Gisby, and welcomed Mr Adams back to his first meeting following his recent illness.

57/2005 MINUTES OF MEETING 3RD MAY 3005

Agenda item 1

The Authority received and **approved** the minutes.

58/2005 MATTERS ARISING/ACTIONS OUTSTANDING

Agenda Item 2

- The member briefing had been completed by the Secretariat
- The issue of PCSOs travel remained unresolved. ACC Nicholas agreed to provide information regarding the current status to the Secretariat, and the Secretariat would write to ATOC
- The amendment to the text of the Policing Plan had been completed
- The proposals had been developed by the Secretariat and were covered later on the agenda

**ACTION: ACC Nicholas to provide information to the Secretariat
Secretariat to write to ATOC**

59/2005 MEMBERSHIP UPDATE

Agenda Item 3

Sir Alistair spoke to his paper and gave the following update as to membership.

- Mr Ludeman had resigned
- Mr Holden would take his place on the SPM Committee
- Interviews for a successor to Mr Ludeman were taking place later in July. Sir Alistair wished it noted he had concerns about ATOC's proposal to nominate a member of NEG, as they were currently withholding money from the Authority
- Ms Lewis-Jones' position had been clarified by the DfT
- Mr Thomas had resigned as the HR Director

Mr Adams questioned the resignation of Mr Thomas, given the significant change programme currently being undertaken. Mr Johnston stated that Mr Thomas had provided a great level of support and enthusiasm, but that his resignation provided a significant opportunity for the Force to develop this area.

60/2005 COMMITTEE ISSUES

Agenda item 4

Mr Hemmings stated that the minutes for the SRCS and the HRR

meetings were in draft form, and that the chair of the ACG would provide a verbal update as the minutes were not yet available.

Strategy & Performance Monitoring Committee (10/05/05): It was noted there were two Agenda Item 5 - the second should be Agenda Item 6. It was clarified that the overspend of £403k in Ms Budden's report referred to the draft 2004/5 accounts.

Stakeholder Relations and Communication Strategy (07/06/05): Mr King noted there were a number of inaccuracies and incorrect use of terminology in the minutes. Clarification was given around the Victim Code of Practice. ACC Robb updated that implementation of this had been deferred.

Human Resources & Remuneration Committee (15/06/05): Ms Knights thanked Mr Thomas for the work he had done with the Committee. Ms Knights stated the minutes did not reflect the size of the task in hand, and informed the Authority with regards to the debates around no single responsibility for training, the training strategy to be re-presented in October and positive versus affirmative action.

The Chief Constable took the opportunity to distribute the latest figures in respect of the recruiting targets and the profiles of candidates awaiting a start date. He stated that if recruitment continued in the current way, the organisational targets for diversity or gender would not be met. There was some discussion around legitimate ways to fast track those who had already passed the tests and were waiting to join. Mrs Towers stated she felt the MPS approach of having a second language was too flimsy, and questioned whether there was some way previous experience could be used, such as to encourage some of the PCSOs to apply to be officers. ACC Nicholas stated that this had in fact happened, and could be extended. Mr Brown stated that the idea of fast tracking those with links to specific communities resonated with the Mayor's vision of extending transport to communities hitherto deprived, and it followed that policing should dovetail this. Knowledge of particular communities was important.

Ms Lewis-Jones asked whether consideration was given to the geographical mix – in some areas the recruitment target would be too low, in some too high, and that focus should be directed at the more extreme cases. Mr Foxall questioned that, as the numbers involved were small, how far off the target were the Force in reality. The Chief Constable stated they were missing the recruitment target only marginally, but this did not take into account wastage. It was **agreed** that the Authority would support sensible short term objectives with the caveat a long-term plan was developed. The Chief Constable was asked to bring forward concrete proposals to address ways in which diversity targets could be met. The Authority recognised that the make-up of the Force will not change immediately.

Mr Holden asked why the percentage of female officers in the North East was so low. Mr Johnston confirmed there had traditionally been a number of cultural issues in this Area, and it was part of the new Area Commander's objectives to address this. ACC Robb stated that the International Association of Women Police Officers annual conference was being held in Leeds, and the Force hoped to attract some interest this way.

Ms Knights concluded by stating that Members of the Committee were reviewing the grievance, attendance and equal opportunities policy. Mr Adams stated that he had reviewed the grievance policy and had no negative comments to make.

Audit & Corporate Governance Committee (28/06/05): Sir David provided an update on the meeting. The Chief Constable had attended the meeting to provide his annual update on the Risk Register. Concern had been raised with regards to the overspend on the FHQ relocation, but the Committee had been assured this would be clawed back. The Committee were pleased the completion accounts had been signed off as unqualified by PWC. The statutory accounts had also been signed off with the exception of the LU issue, which would be picked up by NAO. Ms Budden explained the issue was because the Chief Constable was now the accounting officer for the whole Force, but the LU Area accounts had always been shown on TfL's accounts, not BTP's. Both BTP and LU wanted to maintain the status quo.

The other issue was FRS 17, which required the pensions deficit to be shown as part of the Income & Expenditure accounts. It was confirmed that DfT had agreed they would provide cover for this year but not going forward. The Authority did not consider this to be a sensible way forward. Ms Budden confirmed she would also be raising with them the issue of exemptions to FRS 17 issued to the Civil Aviation Authority and the General Lighthouse Authority. Sir David concluded by stating that NAO had agreed to carry out a one year review on the corporate governance arrangements, and this would now progress.

Professional Standards Committee (12/07/05): Mrs Towers updated that the meeting was being held next week, but she wished to thank Mr Holden for his positive contribution to the Committee. Mrs Towers further stated that she and Ch.Supt. Bryon had visited Thames Valley Police PSC to see how they ran their Committee.

ACTION: Chief Constable to bring forward concrete proposals for meeting diversity targets

61/2005

Agenda Item 5

CHIEF CONSTABLE'S REPORT

The Chief Constable spoke to his report. The key points were:

- G8 would be covered later in the agenda, but was proving a demanding time for the Force. Mr Brown stated that he worked

closely with BTP during the Live 8 concert, and stated they were both extremely impressive and supportive

- BTP had been successful in two members, PC Maggie Lyall and Mrs Norma King receiving the MBE. Sir David stated the fact BTP had made the honours list in four consecutive years was an enormous achievement. It was **agreed** the Authority would send a letter to the two ladies concerned
- ACC McCall had taken on the Media portfolio for ACPO(S)
- A very successful recruitment day had been held targeting VEM communities. Mr King questioned whether it had been followed up. A/ACC Pacey stated this had been a weakness in the past, but he was working to ensure follow up happened
- A number of leadership programmes had been run by the Force, targeting Chief Inspector level and above. The Chief Constable recorded his thanks to those Members of the Authority and Secretariat who supported these
- The Annual Report was now available

With regards to the performance figures, Ms Knights asked whether comparable data was available, as it was difficult to compare the situation with last year. Mr Johnston stated the position was broadly the same as last year, but that did not imply he was happy with the situation. ACC Robb stated that figures from the previous night now showed an improvement on the figures quoted in the report. ACC Robb provided some background as to the figures, and emphasised that the new POINTS system enabled the workload of each officer to be monitored efficiently, and for up to the minute performance data to be readily available. Mr King stated it would be useful to have this sort of context around the data, and comparative data made available at Area and Force level, showing trends in particular. Sir Alistair stated that with respect to the FMI, it would be useful to look at the variances with an explanation of why they had occurred and what action was being taken to redress them.

Mr Hemmings explained that it was his intention to provide Members with some comparative data, which would have a commentary and analysis. This was intended to give Members some pointers when they have discussions about performance at local level, as well as at Force level.

**ACTION: Secretariat to write to staff receiving MBE
Secretariat to provide appropriate briefing to Members
on performance**

62/2005
Agenda Item 6

PROGRAMME UPDATE

A/ACC Pacey updated on recruitment for the revenue bids. It had been a challenging first quarter, with 49 of the 56 posts being filled. Of the target of 12 officers and 47 staff for the second quarter, this remained on target. The main concern was the pan London pro-active unit, although interviews had been held with potential transferees that week.

Ms Knights requested an update on the Finance restructure. Ms Budden stated that all posts had now been filled, and they were in a state of handover from the interim staff. The final stage in the personnel aspect would be the departure of the interim staff. The next task was the policies and procedures. Following a question from Mr Adams, A/ACC Pacey confirmed that all the staff associations were on board and were regularly updated as to progress.

63/2005

Agenda Item 7

BUDGET PLAN PROCESS

Mr Hemmings spoke to his paper, which outlined the proposed method for budget setting and planning, and the proposed Agenda for the workshops.

Sir Alistair stated that the Budget Review Group, convened in response to the meeting of the 23rd March 2005, had met and specifically considered this paper and Agenda item 8. Sir Alistair emphasised it was important that those industry members who attended came away feeling they had had ample opportunity to raise their concerns. It was vital that documentation should be provided before each workshop to set the scene and enable dialogue to take place. Ms Lewis-Jones raised the issue of whether those responsible for funding football should be engaged. It was confirmed that football clubs have no legal obligation to pay for policing on the transport system, but that the Home Office had given BTP (along with other Forces) some money for specific operations. It was agreed the Home Office should be included in the proposed budget making process.

In response to questions raised by Ms Knights, it was confirmed that PTE's would be involved later in the process, and that the National Policing Plan did not usually become available until November. Sir Alistair confirmed that it was the intention for himself, the CE&C, the Chief Constable and the Director of Finance & Corporate Services to meet with 4 members of ATOC at regular intervals in order to keep them briefed on the process. Mr Adams stated he was concerned that, although he was more than happy to talk with and listen to the industry, the Authority had statutory responsibilities and duties it needed to fulfil. Sir Alistair stated there was no doubt the Authority had to be in listening mode, but at the end of the day, the Authority had to set the budget which was in the public interest.

Mr King stated it was important to inform PSA holders about the context of next year's budget and be upfront about the constraints. He further reminded the Authority that PSA holders had asked for this level of contact, and those who had not yet agreed to attend should be reminded of this fact. It was agreed the Agenda should be redrafted to make clear there was plenty of time for discussion. ACC Robb stated that cognizance should also be taken of the Force Strategic Assessment, which would be considered alongside the National Policing Plan. It was confirmed that TfL had been given their own workshop.

ACTION: Secretariat to revise Agenda

The Force and the Secretariat prepare written material for circulation in advance of the workshops which set the scene

64/2005

Agenda Item 8

PROPOSALS FOR THE BUDGET MAKING PROCESS

Mr Hemmings spoke to his report, which provided an update on the undertakings given by the Authority at the March meeting, and subsequent correspondence with ATOC. In summary:

- £10m had been secured from the DfT, currently as a loan
- There was little hope on depreciation
- The CE&C was writing to the European Commission with respect to VAT
- A new budget and planning process had been developed
- Discussion had taken place with Ernst & Young with respect to efficiencies
- Ms Budden confirmed the idea of zero-based budgeting had not been ruled out in the long-term

It was **agreed**:

- 1) **That the proposed budget making cycle as set out in the Report would proceed this year and then be evaluated**
- 2) **There would be no separate budget sub-committee, but the name of the Strategy & Performance Monitoring Committee would be changed to better reflect its role in budget setting and monitoring. The new name for the Committee would be the Strategy, Budget & Performance Monitoring Committee.**
- 3) **A further report would be made to the Authority in January as to the success of the new process**
- 4) **If successful, the Secretary of State would be asked to incorporate this into some form of direction to the Authority**

65/2005

Agenda Item 9

OPERATIONAL POLICING ISSUES

ACC Nicholas gave a presentation on the events the Force is currently policing. It was questioned whether PSA holders were aware of the volume of work the Force was currently undertaking. ACC Nicholas stated they should be made aware of this through their Account Management meetings. It was **agreed** this ought to be fed into the workshops, and it was questioned whether the Force had any video footage which could usefully be shown.

ACTION: Force to provide input to workshops

Not Protectively Marked

Not Protectively Marked

PART II – ITEMS TAKEN IN PRIVATE

61/2005 CHIEF CONSTABLE'S REPORT

Agenda Item 5

The Chief Constable updated on various meetings with the DfT, including a meeting with the Secretary of State.

66/2005 CASES OF INTEREST

Agenda Item 10

The Chief Constable spoke to his report, which outlined a small sample of the most serious cases the Force was currently involved in.

67/2005 DISPUTES UPDATE

Agenda Item 11

Mr Hemmings spoke to his paper. It was **agreed** that legal proceedings would be taken against all those not paying the increase, and **agreed** that consent to borrow would be sought to deal with the shortfall in revenue resulting from the current non-payment.

68/2005 AOB

There was no AOB.

DATE OF NEXT MEETING: 6th September 2005, 10.00am, BMA House, to be followed in the afternoon by a seminar

Signed.....

Chairman