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British Transport Police Authority

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Report to: Police Authority
Agenda item: 4
Date: 9 December 2010
Subject: Chief Executive Report
Sponsor: Chief Executive
For: Informaton

1. Purpose of Paper

1.1 The purpose of this report is to summarise the work of the Executive since the last Police Authority meeting to inform Members.

2. Governance Update

2.1 The revised scheme of financial delegation will be presented to the Audit Committee on 16 December 2010. All comments from the Audit Committee, including both the external auditors have now been incorporated in the financial management and financial regulations and our framework document with the Department for Transport.

3. Executive Restructure

3.1 Following the 30 day consultation period all staff within the Executive signed new contracts under the EPS scheme and will receive their new salaries on 3 December 2010 backdated to 4 October 2010. An Organogram is attached to this report at Appendix 1 which describes transitional structure and the responsibilities of each post. Updates to the Organogram will be circulated as the move to the new structure progresses.

4. Meeting Dates 2011/12

4.1 Following consultation meeting dates for the Authority its committees and Groups have been set for the Business Cycle year 2011/12 and are attached to this report as Appendix 2. If any of the dates cause a problem for Members please contact the Business Manager, Lucy Barrick, as soon as possible via email – lucy.barrick@btp.pnn.police.uk

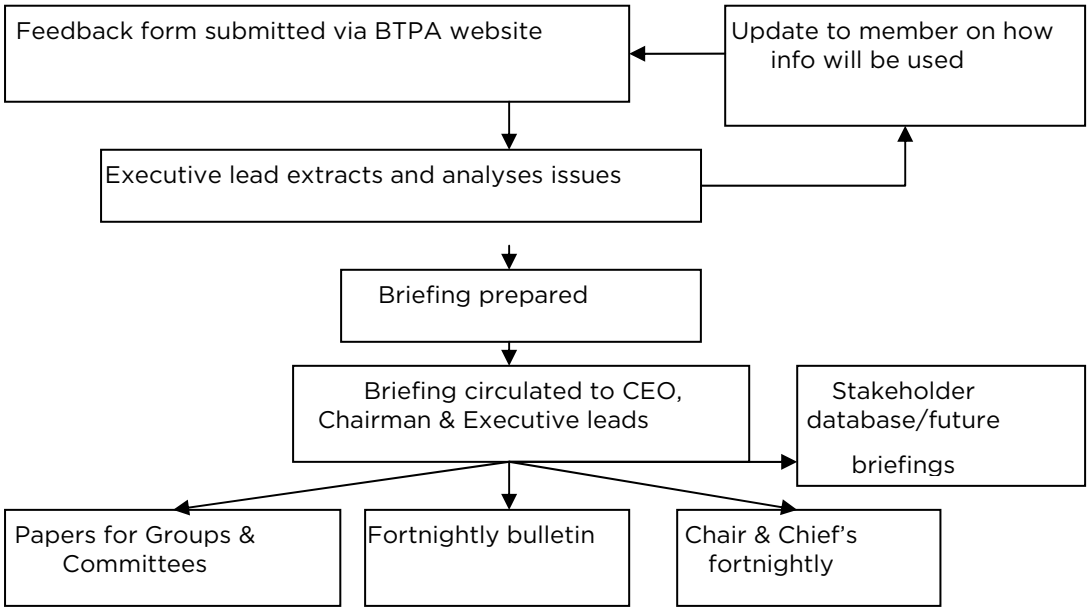
5. Portfolios Update

5.1 The new portfolio allocations are attached to the report as Appendix 3. An updated Member Handbook will be released shortly with guidance on portfolio working. However in the interim the expectation is that Members with Area portfolios will establish a link with the Area Commander and visit the Area between 2-4 times a year, including meetings with stakeholders and visits to local BTP facilities as part of these visits. The Executive Team is available to assist with any arrangements. As a minimum Members should aim to attend the Chief Officer Leadership visit (COLV) for their Area or accompany the Deputy Chief Constable on his annual performance visit.

5.2 Members who have been given a Strategic Command Team (SCT) allocation should aim to meet with the SCT Member with a view to developing their understanding of:

- The nature of the portfolio
- Its part in delivering the strategy
- Any risks associated
- The challenge of personal objectives for the SCT Member

5.3 The feedback flowchart is included below as an aide memoir and the feedback form is available on the Members Area of the website.



Annual work plans will be produced for each Member with the assistance of the Executive once contact has been made with the appropriate Area Commander or SCT lead.

6. PCCS Audit

6.1 The Authority completed an audit questionnaire for the Police Complaints Commissioner Scotland (PCCS) on its complaint handling and oversight arrangements in July 2010. Following the audit the PCCS is now preparing a report with a view to introducing minimum common standards for this function for all police authorities and boards in Scotland. Wendy Towers and Lucy Barrick had a meeting with John Paisley, a representative of the PCCS, on 30 November to discuss BTPA's audit return. Mr Paisley was very complimentary of the Authority's arrangements and added that once he made his recommendations he did not anticipate that BTPA would have many, if any, amendments to make.

7. Pensions

7.1 The finalisation of the recovery plan for the Police Officers pension scheme and the review of investment strategy is dealt with under agenda item 7. The valuation process for the Police Staff pension section has started with preliminary results available in early spring 2011.

8. Year End Accounts

8.1 The work on the 2010/11 accounts has commenced and the timetable for the production of the accounts will be presented to the December Audit Committee. It is intended to present a number of the statements, including the Statement of Internal Control, to the March Audit Committee, some 3 months ahead of last year. Skeleton accounts have been prepared, reviewed internally and sent to the NAO. Work on payroll records is progressing well and will be covered in detail at the December Audit Committee.

9. Arriva Arbitration update

9.1 The Chief Executive and Authority Finance Director have spent a lot of time with the DfT lawyers and our legal advisors over the last two months. We are delighted to report that we have now agreed with both Arriva and the DfT a satisfactory agreement

which will avoid the need to go through the lengthy arbitration process. A separate paper will be presented to the Charging Group for our approval of the settlement and a legal document is being drawn up between BTPA and Arriva Trains.

10. Contracts

10.1 The Chief Executive signed and sealed off the following contracts since the Authority met on the 1 November 2010:

Signed off

- BTP Accommodation, Clapham Junction Street, Rent Agreement – 26.10.10
- Amending BTP transfer deeds and role on serious ill health payments – 4.11.10
- Car park Agreement at York – 10.11.10
- Car park Agreement at Darlington – 10.11.10
- Rent review of Nottingham – 10.11.10
- Rent review of Newcastle – 10.11.10
- Rent review of Portsmouth – 10.11.10
- Rent review of Guildford – 10.11.10
- Rent review of Bournemouth – 10.11.10
- Rent review of Chester – 10.11.10
- Rent review of Chester – 10.11.10
- Rent review of Sheffield – 10.11.10
- Rent review of Lincoln – 10.11.10
- Rent review of Leicester – 10.11.10
- Letter of Indemnity, 7-9 Brewery Road, N7 – 29.11.10

Sealed

- RPMI – amendment to BTPRSR signature 342 / 343 – 4.11.10
- 3rd Floor Administration Leeds Station, Deed of Surrender – 10.11.10
- Concourse Leeds City Station, Deed of Surrender – 10.11.10
- 146 Camden Street, Deed of Variation – 10.11.10
- 146 Camden Street premises, Deed of Variation – 10.11.10

- Lease of Derby Station – 10.11.10
- Lease of Derby Station – 10.11.10
- Lease of Derby Station – 10.11.10
- Lease of Sub-station site – Brewery Road, N7
- Licence to underlet – Brewery Road, N7
- Deed of Variation – Brewery Road, N7
- Reversionary Lease – Brewery Road, N7

11. Stakeholder Engagement Update

11.1 12 November - Chief Executive met Graham Smith for an update on the Rail Value for Money review

11.2 24 November - Chairman and Chief Constable and Chief Executive attended the ATOC Board meeting 24th November to provide an overview of the likely operating context and initial work completed in relation to the medium term financial plan

11.3 30 November – the Chief Executive attended the ATOC Policing and Security Group meeting where BTP presented initial themes for the 2011/12 Policing Plan.

12. Scottish Visit

12.1 Following a meeting between the Chief Executive, Chief Supt. Ellie Bird and the Scottish Lawyer, Neil Amner, on Monday 22 November re PSA, Sgt. Jim Clarke is to broach the requirement for a PSA with Transport for Scotland to include budget and costs.

12.2 The way ahead is either for Transport for Scotland (TfS) to procure delivery of the PSA or BTPA have parallel discussions with 2 separate bidders.

12.3 There is a need for funding Memorandum of Understanding (MOU) with TfS in order to reimburse costs.

12.4 Neil Amner is to have discussions with TfS to set the framework with a view to establishing, amongst other things, as to whether Borders would railway a small PSA holder or a regular PSA holder.

13. Recommendations

13.1 Members are asked to note this report.