

Report to: BTPA Policing Plan Working Group
Agenda item: 1
Date: 4th October 2012
Subject: Terms of Reference
Sponsor: Group Chair
Author: Jon Newton
For: Information & approval

1. Purpose of paper

- 1.1 To propose and agree the Terms of Reference for the Policing Plan Working Group for the 2013/14 planning cycle.

2. Proposed Terms of Reference

- 2.1 To agree the way forward, in terms of context, shape and balance of Plan, to enable the Force to develop of a set of quantitative and qualitative Policing Plan targets for 2013/14.
- 2.2 To input to, consider and comment upon iterations of a Policing Plan as developed by the Force.
- 2.3 To take into consideration any evidence gathered through the Force and Authority's stakeholder consultation exercises and other research activities.
- 2.4 To agree a draft Policing Plan to be recommended to the full Authority for approval at its March 28th 2013 meeting.
- 2.5 In doing so to contribute to meeting the Authority's duties as set out under Sections 50 and 52 of the Railways and Transport Safety Act 2003;

Section 50 Policing objectives

(1) Before the beginning of each financial year the Authority shall set objectives for policing the railways during that year.

Section 52 Railways policing plan

(1) Before the beginning of each financial year the Authority shall issue a plan setting out the proposed arrangements for policing the railways during that year.

3. Critical success factors

- 3.1 All those attending the series of meetings need to come prepared with the same information so that they are able to enter into a meaningful dialogue, and to ask pertinent questions. To this end, both the Authority and the Force will provide written material in advance of each session to support with this process.
- 3.2 To be open to engagement with, and feedback from, stakeholders during the Force and Authority's consultation exercises and other activities.
- 3.3 To be a success, the meeting must be a two way dialogue so that there is constructive feedback, however this does not mean the session cannot be challenging.

4. Proposed next steps

- 4.1 As in previous years it is recommended that the Authority now commissions, contributes to and receives draft reports and information in support of the following.

04.10.2012	Meeting 1 – Shape of Plan: to discuss and agree the way forward for the forthcoming Policing Plan.
04.12.2012	Meeting 2 – A National Plan: draft themes and targets to be reviewed and scrutinised. These targets to be informed by representations made at the Authority's stakeholder workshop on 27 th September 2012.
Dec 2012 – Jan 2013	Four-week written consultation from late December to late January, following 13 th December Police Authority meeting, with stakeholders on a draft of the National Plan led by the Authority. Feedback and any subsequent amendments to be reported to, and considered at, the Group's meeting on 21 st February.
21.02.2013	Meeting 3 – Local Area Plans: draft themes and targets to be reviewed and scrutinised.
28.03.2012	Authority Meeting – Policing Plan: drafts of the national and local area plans to be recommended for further discussion and scrutiny at the Police Authority meeting.

5. Recommendations

- 5.1 Members note and approve the Terms of Reference and proposed next steps as set out in sections 2 and 4 above.