

Minutes

Police Authority

Wednesday 12 December 2013, 10.00am

at G1 & G2, FHQ, 25 Camden Road, London NW1 9LN

The Forum
5th Floor North
74-80 Camden Street
London NW1 0EG

T: 020 7383 0259
F: 020 7383 2655
E: general.enquiries
@btpa.police.uk

www.btpa.police.uk

Present:

Millie Banerjee, Chairman
Brian Phillpott, Deputy Chairman
Lew Adams
Dominic Booth
Catherine Crawford
Elizabeth France
Len Jackson
Mark Phillips
Andrew Pollins
Stella Thomas
Anton Valk

Apologies:

Patrick Butcher
Bill Matthews
Jeroen Weimar

In attendance:

Paul Crowther, Deputy Chief Constable
David McCall, Assistant Chief Constable
Alan Pacey, Assistant Chief Constable
Mark Newton, Interim Director of Corporate Resources
T/CS Williams, Command Support
Barry Hutton, Acting Head of Finance

Andrew Figgures, Chief Executive
Samantha Elvy, Strategy and Performance Manager
Iggi Falcon, Senior Policy Officer & Minutes
Neil Lalley, Pensions Advisor, Punter Southhall (for Item 11 only)

PART I - ITEMS TAKEN IN PUBLIC

69/2013 Welcome and Apologies

Non Agenda

1. The Chairman gave apologies from Mr Butcher, Mr Matthews and Mr Weimar. She also gave apologies for the Chief Constable who was out of the country on a conference.

70/2013 Minutes of Meeting 6 November 2013

Agenda Item 1

2. The minutes were approved subject to an amendment to reflect that Lew Adams had given apologies to the meeting.

80/2013 Matters arising

Agenda Item 2

3. All actions had been discharged or were for discussion later on the agenda.

81/2013 Chief Constable's Report

Agenda Item 3

4. The Deputy Chief Constable introduced a report which provided an update since the last Authority meeting on British Transport Police (BTP) activity to deliver the key objectives in the Strategic Plan, undertaken since the last Authority meeting.

Policing Plan

5. The Authority commended the good performance against the Policing Plan targets, especially during a period of such considerable change. The latest position was that 7 out of the 9 national and 26 out of the 42 local targets were being achieved. The results for average clearance times for fatalities and the reduction in notifiable offences was highlighted.

Force Restructure

6. Progress was also reported on the restructure project, with in excess of 100 applications being received for the Voluntary Selective Severance (VSS) scheme. The redundancy costs were likely to be in the region of £1.7m, as opposed to the £2m previously estimated. Attention was drawn to two outstanding challenges; one related to accommodation/estates issues in the B Division and the second related to staffing for the intelligence functions in the C Division. Members expressed some concern about the latter and were interested in how the Force proposed to manage the recruitment of the necessary skills.
7. There was interest in the way the Force was communicating the changes arising from the restructure, and ACC Pacey undertook to circulate an 'information pack' containing samples of the type of global, departmental-level, and one-to-one communication methods

which had been used. The aim of this was to be reassured that staff, particularly those affected, have been given adequate information. On a related point, the Force anticipated conducting staff surveys in the new financial year to measure the staff response to the changes.

Reducing Disruption

8. Good work on Suicide Prevention was reported, with Operation AVERT (aimed at halting the increase in suicide and associated disruption) continuing to yield encouraging outcomes. In response to a question about access to public health funds, the Deputy Chief Constable commented that Mark Smith, the Force's lead on Suicide Prevention, was identifying opportunities for additional funding.
9. A mechanism to provide Authority Members with regular updates on serious incidents would be developed, along the lines of the Chief Constable's daily log which the Chairman received.
10. Catherine Crawford declared an interest in the discussion by virtue of her recent appointment to the board of MayTree Foundation, a charity which supported people at risk of suicide and which worked closely with the BTP.

Reducing Crime

11. On the subject of Metal Theft, the Deputy Chief Constable referred to the uncertainty of the future funding of the National Metal Theft Task Force (NMTTF) and that he would be writing to the Home Office and Police and Crime Commissioners (PCCs) to articulate the value of the Task Force's work and setting out the case for continued funding.

Other matters

12. Reference was made to the ongoing inquiry into crime statistics being conducted by the Public Administration Select Committee (PASC). The Deputy Chief Constable confirmed that a recent internal review had provided assurances that the BTP had robust systems in place. It was noted that audit activities would complement the Force's monitoring crime recording, and that the Deputy Chairman had been invited to sit on the Crime Review Project Board which would oversee the work.
13. The Authority was pleased to note that the D Division had recently been awarded an 'Investors in People' accreditation and it was agreed that the Chairman would send a letter to congratulate the Divisional Commander on this achievement.
14. The report was noted.

15. Agreed

- 15.1. The Force to circulate an 'information pack' containing samples of the type of global, departmental-level, and one-to-one communication methods which had been used to communicate the changes arising from the restructure.
- 15.2. A mechanism to provide Authority Members with regular updates on serious incidents to be developed by the Force.
- 15.3. The Deputy Chief Constable to write to the Home Office and Police and Crime Commissioners (PCCs) to set out the case for continued funding of the National Metal Theft Task Force (NMTTF).
- 15.4. The Chairman to send a letter to congratulate the Commander of the D Division on having recently achieved the 'Investors in People' accreditation.

82/2013 Chief Executive's Report

Agenda Item 4

16. The Chief Executive introduced a report which updated the Authority on key developments since the last meeting.
17. Concerning the staff pay claim increase of 1%, it was clarified that paragraph 2.2 should have read that this had been approved with effect from 1 July 2013, and not 2014.
18. The details of the Police Service Agreement (PSA) with Transport for London (TfL) were being finalised, and the Chief Executive stated that the PSA would be signed in the near future.
19. It was noted that discussions over the direct debit clauses in the proposed agreement with one TOC were still ongoing.
20. The Authority noted that approval Out of Committee was to be sought before the next meeting to enter into a contract for the Managed Print Services contract.
21. The report was noted.

83/2013 Revenue Budget Proposals 2013/14

Agenda Item 5

22. The Chief Executive introduced two reports which outlined the BTP Medium Term Financial Plan and the BTPA Budget Proposals, respectively. The reports had previously been considered by the

Finance Committee and the Chief Executive read a short note of the Chairman of the Committee, who was unable to attend the meeting.

23. A Force budget underspend was anticipated this year (resulting from savings and not proceeding with a number of projects) which meant that it was possible to make a contribution of approximately £1.1m into contingency reserves. The underspend of 0.5% was deemed to be acceptable, as it was the result of the Force's ability to control its budget through the flexibility of its cost structure.
24. The Finance Committee was keen for the PSA increase to remain below 2% for 14/15 and possibly achieve something in the region of 1.8%-1.9%. The PSA rate increase, therefore, looked to be fairly stable over the next three years.
25. There was a discussion concerning the re-investment of savings already identified, with assurances being sought that they would be put back into police effectiveness (including the 200 additional frontline officers). The Deputy Chief Constable confirmed that the 20-20-10 strategy was the driver for financial decisions.
26. It was clarified that the recommendation before the Authority was to approve the BTP/BTPA budget requirement for 2014/15 (£205.2m/£1.91m) as set out in the refreshed Medium Term Financial Plan. A further paper would be submitted to the Finance Committee in early 2014 showing the detailed breakdown of the Force budget for the coming year. Detailed options for the PSA charge for 2014/15 would be considered by the full Authority in January, when the underspend figure becomes clearer.
27. **Agreed**
 - 27.1. The BTP/BTPA budget requirement for 2014/15 (£205.2m/£1.91m), as set out in the refreshed Medium Term Financial Plan, was approved.
 - 27.2. A further paper to be submitted to the Finance Committee in early 2014 showing the detailed breakdown of the Force budget for the coming year
 - 27.3. Detailed options for the PSA charge for 2014/15 to be considered by the full Authority in January, when the underspend figure becomes clearer.

84/2013 Policing Plan Group Report

Agenda Item 6

28. The Authority noted that progress on the Policing Plan had been covered in Item 3 of the Agenda.

85/2013 Audit & Risk Assurance Committee Report

Agenda Item 7

29. The Chairman of the Audit & Risk Assurance Committee introduced a report updating the Authority on audit activity and risk management issues, as considered by the Committee at its meeting in early December.
30. A range of issues were covered, including the outcome of the Corporate Resources Department restructure, the setbacks on Disaster Recovery testing and the progress on the vetting of Internal Audit staff. The Committee Chairman highlighted in particular, the complexity of the Airwave Replacement Project and the need to clarify arrangements by which risks such as these would be shared with the DfT. The Committee had also asked for a presentation on the Airwave project to be given to the full Authority meeting in January.
31. It was confirmed that the Force had conducted internal reviews in the light of the recommendations of a HM Inspector of Constabulary (HMIC) review of Stop and Search. The Deputy Chief Constable was confident that there was now a good record of policies being followed. He added that the custody policies were also being probed ahead of an inspection to be jointly carried by HMIC and HM Inspectorate of Prisons.
32. The report was noted.
33. **Agreed**
 - 33.1. **The Force to give a presentation on the Airwave replacement project to the full Authority meeting in January**

86/2013 Quarterly Strategic Risk Reports for information

Agenda Item 8

34. The Chief Executive introduced the Strategic Risk Reports of the Force and Authority, respectively. He indicated that he would make observations about the higher risk entries, including the electronic Case and Custody issue, in the private part of the agenda.

35. The Strategic Risk Reports for the BTP and the Authority were noted

87/2013 Strategy & Planning Committee Report

Agenda Item 9

36. The Chairman of the Strategy & Planning Committee introduced a report updating the Authority on his Committee's work to support and develop the Strategic Plan for the British Transport Police (BTP).
37. An overview of recent work by the Committee was noted, including the review of policing-related questions of the National Passenger Survey (NPS), the ongoing monitoring of the Force's New Operating Model (NOM), and the analysis of developing strategic issues such as the Authority's Triennial Review, the Scottish Independence White Paper, and the operation of the Rail Delivery Group (RDG).
38. Attention was drawn to the development of a publication entitled '*Valuing BTP: A Force in Focus*' which aimed at illustrating the benefits of the BTP as the dedicated and specialist force of the rail network. Members expressed the hope that the publication would give emphasis to the provision of an additional 200 officers as a result of the recent restructure.
39. It was reported that, regrettably, no response had been received from Passenger Focus during the consultation for the National Policing Plan, although it was underlined that they had been invited to do so.
40. Reference was made to the ongoing work to measure public confidence and Members were keen for opportunities to be explored with Train Operating Companies (TOC) in liking up with their surveys, focus groups, etc.
41. The report was noted.

PART II - ITEMS TAKEN IN PRIVATE

88/2013 Appointments and Remuneration Committee Report

Agenda Item 10

42. The Chairman of the Appointments and Remuneration Committee introduced a report summarising the key developments at the meeting of the Committee in mid-November.
43. The matter of pension contributions during employment breaks was raised. Having received guidance on best practice, the full Authority had made a decision that no contributions should be paid during breaks, although employees should be given the opportunity to

make up their contributions upon returning from their career breaks. This decision has been agreed by the full Authority, by email, in between meetings.

44. The report was noted.

89/2013 Pension Strategy

Agenda Item 11

45. The Authority discussed the future design of the pension scheme and agreed an option upon which consultation would be based.

90/2013 Any other business

Non-agenda

Electronic Case and Custody system

46. The Authority received an update on issues arising from the functionality of the electronic Case and Custody system.

Triennial Review

47. The draft report on the Triennial Review was expected to be submitted to DfT officials before the end of the year.

Member Portfolios

48. The Member portfolio arrangements were being finalised and a note would be circulated among Authority Members in due course.

49. **The meeting finished at 12.20 pm.**

Date of next meeting: 30 January 2014, 10.00am, venue G1 & G2, FHQ, 25 Camden Road, London NW1 9LN