

Report to: BTPA Policing Plan Working Group
Agenda item: 1
Date: 3rd October 2013
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 2014/15 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 2014/15.
- 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 25th March 2014 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: Authority

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

(2) The objectives—

- (a) may relate to a matter addressed by objectives set by the Secretary of State under section 51, and*
- (b) must be consistent with those objectives.*

(3) In setting the objectives for a year the Authority shall—

- (a) consult the Chief Constable, and*
- (b) have regard to opinions expressed in accordance with section 62.*

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.*
- (2) The plan for a year must include a statement of—*
 - (a) the Authority’s priorities for the year,*
 - (b) the financial resources which the Authority expects to be available, and*
 - (c) the proposed allocation of resources.*
- (3) The plan for a year must specify—*
 - (a) any objective set by the Authority for that year under section 50,*
 - (b) any objective by the Secretary of State for the year under section 51, and*
 - (c) any performance target set by the Authority in relation to the achievement of an objective for that year (whether set under section 53 or otherwise).*
- (4) A plan for a year must be consistent with the relevant three-year strategy plan issued by the Authority under section 55.*
- (5) The Chief Constable shall submit to the Authority a draft plan for each financial year.*
- (6) Before issuing a plan which differs from the Chief Constable’s draft the Authority shall consult him.*
- (7) In preparing a plan the Chief Constable and the Authority shall have regard to any guidance given by the Secretary of State about railways policing plans.*
- (7A) Before issuing or revising any guidance under subsection (7) the Secretary of State shall consult—*
 - (a) the Authority,*
 - (b) the Chief Constable, and*
 - (c) such other persons as the Secretary of State thinks fit.”*
- (8) The Authority shall—*
 - (a) publish each plan under this section, and*
 - (b) send a copy of each plan under this section to the Secretary of State.*

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 In contrast to previous years, it is proposed that the Local Area Plans, informed by local stakeholder consultation, be developed prior to the National Level Plan.
- 4.2 This revised approach would require the four-week consultation on the National Plan to take place following the third meeting of the Group. In order to allow sufficient time for this consultation, the third meeting would need to be brought forward to no later than the week commencing 3rd February 2014.
- 4.3 It is recommended that the Authority commissions, contributes to and receives draft reports and information in support of the following.

03.10.2013	Meeting 1 – Shape of Plan: to discuss and agree the way forward for the forthcoming Policing Plan. Plan to be informed by representations made at the Authority's stakeholder workshop on 26 th September 2013.
October – December	Local Area Plan consultation meetings with route-area stakeholders.
05.12.2013	Meeting 2 – Local Area Plans: draft themes and targets to be reviewed and scrutinised.
23.01.2014	Draft Local Area Plans and early draft of National Plan presented to ATOC Policing Forum meeting
w/c 03.02.2014	Meeting 3 – National Plan: draft themes and targets to be reviewed and scrutinised.
February – March 2014	Four-week written consultation with stakeholders, from 10 th February to 10 th March, on a draft of the National Plan led by the Authority.
25.03.2013	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.
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5. Recommendations

- 5.1 Members to discuss and approve the Terms of Reference and proposed next steps as set out in sections 2 to 4 above.
- 5.2 Members agree a date for the third meeting of the Group, as set out in section 4.2 above.