

Report to: BTPA Policing Plan Working Group
Agenda item: 1
Date: 17 October 2014
Subject: Terms of Reference
Sponsor: Group Chair
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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 2015/16 planning cycle.

2. Proposed Terms of Reference

- 2.1 To agree the way forward, in terms of context, shape and balance of the Policing Plan, to enable the Force to develop a set of quantitative and qualitative Policing Plan targets for 2015/16.
- 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 26 March 2015 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 Local consultation to take place via local workshops, organised by BTP at the Sub-Division level, and meetings with stakeholders.
- 4.2 It is suggested that Members consider moving meeting two of the Policing Plan Group back to the week commencing 8 or 15 December and meeting three of the Group to the week commencing 16 February, in order to allow time for more developed updates on progress to be reported to the Group.
- 4.3 It is recommended that the Authority commissions, contributes to and receives draft reports and information in support of the following.

17 October 2014	Meeting 1 – Shape of Plan: 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 25 September 2014.
October	BTP Chief Inspectors to be briefed on the process for developing the Policing Plans.
October – December	BTP to conduct Local Area Plan consultation workshops with sub-division route stakeholders.
November – January	BTP to conduct individual consultation meetings with stakeholders.
4 December 2014	Meeting 2 – Local Area Plans to be reviewed. Progress on National Plan to be reviewed.

10 December 2014 (RDG P&S) and Either: 13 January or 15 January 2015 (RDG P&S IG meeting date TBC)	Update on progress to be reported to the RDG Police and Security (RDG P&S) meeting, in December, and the RDG P&S Implementation Group (IG) meeting, in January, and their observations to be taken into account.
29 January 2015	Authority Meeting – Report on progress of draft Local and National Policing Plans to full Authority for endorsement of the way the Plans are developing.
3 February 2015	Meeting 3 – Policing Plans to be scrutinised. Approval of Plans by Policing Plan Working Group prior to final health-check consultation and submission to full Authority for approval and sign-off.
February 2015	Two-week final written health-check consultation with stakeholders on the Policing Plan. Circulation of Plan out of Committee for Policing Plan Group to agree any proposed amendments arising from health-check consultation.
15 February 2015	Final draft design of Policing Plan document.
26 March 2015	Authority Meeting – Policing Plan – National and Local Area Plans to be recommended, by Policing Plan Group, for approval and sign-off by full Police Authority.
30 April 2015	Final published Policing Plan, with supporting commentary, released.

5. Recommendations

- 5.1 Members are asked to consider revised dates for the second and third meetings of the Group, as set out in section 4.2 above, to allow for more developed updates on progress.
- 5.2 Members are asked to discuss and approve the Terms of Reference and proposed next steps as set out in sections 2 to 4 above.