

## Minutes (Part I)

Police Authority

Thursday 11 December 2014, 10.00 am

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

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### Present:

Millie Banerjee CBE, Chairman  
Dominic Booth  
Liz France CBE  
Len Jackson  
Bill Matthews  
Mark Phillips  
Brian Phillipott  
Andrew Pollins  
Stella Thomas  
Anton Valk CBE

### Apologies:

David McCall, Assistant Chief Constable  
Catherine Crawford OBE

### In attendance:

Paul Crowther OBE, Chief Constable  
Adrian Hanstock, Deputy Chief Constable  
Mark Newton, Assistant Chief Constable  
Steve Thomas QPM, Assistant Chief Constable  
Simon Downey OBE, Director of Capability and Resources  
Simon Hart, Head of Finance  
Elaine Derrick, Senior Advisor to Chief Constable

Andrew Figgures CB CBE, Authority Chief Executive  
Charlotte Vitty, Authority Finance Director and Deputy Chief Executive  
Samantha Elvy, Strategy and Performance Manager  
Iggi Falcon, Senior Policy Officer  
Orla Sedze, Communications and Engagement Officer  
Eleanor Bullivant, Authority Business Manager & Minutes

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**PART I - ITEMS TAKEN IN PUBLIC****57/2014 Welcome and Apologies**

Non Agenda

1. Apologies were received from David McCall and Catherine Crawford. The Chairman welcomed Eleanor Bullivant, the Authority's new Business Manager as maternity cover for Lucy Yasin, to the first meeting of the Authority since her appointment in early December. She also reviewed the Transformation event delivered by the Chief Constable on 4 December 2014 as uplifting, encouraging and demonstrating clearly the implication of the Transformation agenda on the operational running of the British Transport Police.

**58/2014 Minutes of Meeting 25 September 2014**

Agenda Item 1

2. The minutes were approved as an accurate record.

**59/2014 Matters arising**

Agenda Item 2

*External Stakeholder Engagement Project*

3. Assistant Chief Constable Newton confirmed that progress of the External Stakeholder Engagement Project would now be provided at the Strategy and Planning Committee meetings.

*Authority Accommodation*

4. The Authority Chief Executive referred to the upcoming decision on the lease renewal for the BTPA offices and confirmed that accommodation options and associated costs are being analysed. It was noted that a meeting with the landlords is due to take place on 30 January 2015 and the Authority Chief Executive will report back to the Authority once a decision is due.
5. All other actions had been discharged.

**60/2014 Chief Constable's Report**

Agenda Item 3

6. The Chief Constable introduced a report which provided an update on the BTP's activity to deliver the key objectives in the Strategic Plan, undertaken since the last Authority meeting.

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*Policing Plan*

7. The Authority noted that the Force was achieving 4 of the 7 national and 40 of the 68 local targets set in the Policing Plan for the year 2014/15. The Chief Constable brought to the attention of the Members that although the Force is achieving a 4% reduction in notifiable offences against the same period last year, there has been an increase in violent crime and Force Operations were now being adjusted for Christmas with Operation Stronghold, a big wing mobilisation in place for December.
8. The Chief Constable noted that police related Network Rail lost minutes have increased by 2% compared to the same period last year. The Chief Constable referred to the issue of Trespassing as a key area for the BTP to strengthen activities and that the BTP is seeking strong industry support.

*Counter Terrorism*

9. The Chief Constable drew members' attention to the communications plan surrounding the recent Counter Terrorism Awareness Week (CTAW), which ran from 24 to 30 November 2014. CTAW was a national event involving all police forces with initiatives focused on matters relating to transport hubs and crowded places.
10. The Chief Constable highlighted the positive national media coverage of the CTAW and the BTP communications approach was discussed.

*Scotland*

11. The Chief Constable reported that work is on-going in respect of the proposals made by the Smith Commission's report, published 27 November 2014. The Smith Commission was set up in the wake of the Scottish Independence Referendum to consider further devolved powers to the Scottish Parliament.
12. A discussion followed on the recommendations of the Smith Commission report that "The functions of the British Transport Police in Scotland will be a devolved matter".
13. The Chairman noted that on a recent visit to Scotland useful discussions were held with representatives of train operators in Scotland.

*Transformation Programme*

14. It was agreed that the recent Transformation event on 4 December 2014 had provided a comprehensive update to Members.

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*Partnership Working*

15. Assistant Chief Constable Newton reported that Transport for London (TfL) seeks to have influence over the deployment of 50 BTP officers whose posts are funded by the London Mayor on their network.
16. A discussion was triggered on the deployment arrangements of Mayors 50 officers.

*Senior Appointments Board*

17. The Chief Constable reported on the Senior Appoints Board held on 24 November and the establishment of a 24/7 Chief Inspector Cadre.
18. The report was noted.
19. **Agreed**
  - 19.1. Assistant Chief Constable McCall will keep the Authority informed of the progress of the work in response to the Smith Commission's proposals.

**61/2014 Chief Executive's Report**

## Agenda Item 4

20. The Authority received a report outlining the work of the Authority Executive Team, since the last meeting.

*Airwave and Emergency Services Network*

21. The Chief Executive reported that he, the Director of Capability and Resources and the Authority Finance Director will be meeting with Home Office officials on 17 December 2014 to discuss participation in and funding of Emergency Services Network (ESN).
22. It was noted that there is a continuing discussion with the DfT to ensure the funding issues are overcome.

*Members Recruitment*

23. The Chief Executive confirmed that the recruitment of new Members for the Authority was on-going for the current three vacancies. The Authority discussed how the deadline for membership applications could be extended in order to encourage a broader range of applications.
24. The report was noted.

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**25. Agreed**

- 25.1. The Authority Chief Executive and the Chief Constable to propose options for the accommodation of the Authority Executive Team; the preference being to move into Force Headquarters at the end of the current office lease. They were to report back to the Authority when a decision was due.

**62/2014 Complex Body Recovery Presentation**

Agenda Item 5

26. Assistant Chief Constable Thomas gave a presentation on Complex Body Recover, providing an overview of the current risks, legal issued and guidance. ACC Thomas updated Members on the work underway to train officers and refine the BTP process.
27. ACC Thomas reported that the Chief Coroner, lawyers and specialist staff have been consulted in preparation of the BTP guidance on this area. Currently 103 BTP officers are completing a specialist training course, which is due to finish in March 2015.
28. The Authority noted that this was an area which required great sensitivity and respect for the dignity of persons involved. The Authority Chief Executive noted that the Authority should be informed of the BTP guidance once completed and considers it a sensitive issue with respect to public health and human dignity.
29. There was a discussion on the legal framework and associated risks with the guidance being developed and informing rail staff and the DfT.
30. Members noted the points raised and thanked ACC Thomas for an informative and respectful presentation.

**31. Agreed**

- 31.1. The Authority agreed a communications plan is required in order to clarify support for the BTP's guidance for Complex Body Recovery.

**63/2014 Policing Plan Group Report**

Agenda Item 6

32. The Chair of the Policing Plan Committee introduced a report updating the Authority on key developments at the most recent meeting of the Committee on 4 December 2014. Business at the

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meeting included an update on Stakeholder Consultations, Draft National Targets and Disruption.

33. A discussion took place on national targets for police related lost minutes and total lost minutes. The Members view is that BTP work supports the reduction of overall lost minutes and that the target, as currently set, would ensure focus and awareness of this contribution.
34. The report was noted.

#### **64/2014 Audit and Risk Assurance Committee Report**

Agenda Item 7

35. The Chairman of the Audit & Risk Assurance Committee introduced a report summarising the key developments at the most recent meeting of the Committee on 4 December 2014. Business at the meeting included Quarterly Updates, External and Internal Audit Progress Report.
36. There was a discussion regarding the internal audit arrangements and their effectiveness. There was concern among Members about the timely delivery of internal audit programme and queried what discussed had been held with xDias, the auditors, to seek assurances about improvements to their service. It was agreed that a review should be conducted and that a report be submitted to the next meeting of the Authority outlining proposals for the way forward.
37. The report was noted.
38. **Agreed**

- 38.1. The Authority Chief Executive and Accounting Officer agreed to review the existing internal audit arrangements to ensure they are fit for purpose.

#### **65/2014 Quarterly Strategic Risk Reports**

Agenda Item 8

39. The Chairman of the Audit & Risk Assurance Committee introduced a report updating the risks to the Authority documented on the BTPA Strategic Risk Registers (SRR) which was reviewed on 19 November 2014.
40. The Authority agreed the report was an accurate review and noted the register.

#### **66/2014 Update from the Chair of the Strategy and Planning Committee**

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## Agenda Item 9

41. The Chairman of the Strategy and Planning Committee introduced a report summarising the key developments at the most recent meeting of the Committee on 18 September 2014. Business at the meeting included Valuing BTP, BTP Terms and Conditions of Employment and a co-ordinated Communications Plan.
42. The report was noted.

**PART II - SUMMARY OF ITEMS TAKEN IN PRIVATE****67/2014 Minutes of Meeting 25 September 2014 Part II**

Agenda Item 10

*The minutes were agreed as a correct record.***68/2014 Finance Committee Report**

Agenda Item 11

*A report setting out an overview of the work of the Committee at its meeting of 27 November 2014 was noted.***69/2014 Appointments and Remuneration Committee Report**

Agenda Item 12

*A report setting out an overview of the work of the Committee at its meeting of 13 November 2014 was noted.***70/2014 Any other Business**

Agenda Item 13

*The Authority Chief Executive provided an update on issues relating to the Force's Case and Custody system.***The meeting finished at 1.20 pm****Date of next meeting:** 29 January 2015, 10.00am, venue G1 & G2, FHQ, 25 Camden Road, London NW1 9LN