

Minutes

Police Authority

Tuesday 11 December, 11am
The Place Hotel,
38-38 York Place, Edinburgh, EH1 3HU

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:

Ron Barclay-Smith, Chair
Mark Phillips, Deputy Chair
Dominic Booth
Shrin Honap
Willie Gallagher
Bill Matthews
Andrew Pollins
Martin Richards
Beverley Shears
Stella Thomas

In attendance:

BTP

Adrian Hanstock, Deputy Chief Constable
Robin Smith, Assistant Chief Constable
Simon Downey, Director of Strategy & Change
Racheal Etebar, Director of People and Culture
Tracey Martin, Director of Finance & Commercial Services
Charlie Doyle, Assistant Chief Constable
Steff Sharp, Head of Strategic Assurance & Planning

BTPA Executive

Ian Pigden-Bennett, Chief Executive, BTPA
Sarah McGarel, Chief Financial Officer, BTPA
Leigh Bura, Senior Scotland Project Manager, BTPA
Sam Elvy, Head of Strategy Planning and Engagement, BTPA
Stephanie Calvert, Head of Governance and Compliance (& Minutes)

Apologies:

Dyan Crowther
Jeremy Mayhew
Paul Crowther, Chief Constable

Welcome

1. The Chair welcomed those present and initiated introductions for the benefit of the Members of the public in attendance.
2. The interim Chief Executive was welcomed to his first Authority meeting. It was also noted that it was the Senior Scotland Project

Manager's last meeting. The Chair expressed his thanks and gratitude on behalf of the BTPA which was reinforced by the DCC.

Minutes of meeting 27 September 2018

Agenda item 1

3. The minutes from the previous meeting were agreed as an accurate record.

Matters arising/actions outstanding

Agenda Item 2

4. The Chair invited comments from those present on the actions arising from previous Authority meetings, which were captured as a record.

Interim Chief Executive's update

Agenda Item 3

5. Those in attendance were referred to the report supporting this agenda item, which provided a high-level summary of key work undertaken by the BTPA Executive since the previous Authority meeting.
6. One member enquired about the maximum level of exposure in monetary terms with regards to Transport for London (TfL) contract considerations. The Chief Financial Officer (CFO) confirmed that a meeting had been set up to progress this but advised that it had been presented as a risk within the Medium Term Financial Plan (MTFP).

Chief Constable's update

Agenda item 4

7. The DCC represented the Chief Constable for this agenda item. He took Members through the contents of the detailed report.
8. The DCC updated Members on the activity supporting the delivery of the strategy. Members were encouraged to receive the details of critical good news stories. The Deputy Chair stated that it had been agreed during the member-only session that going forward the Authority would like to see themed areas of the strategy for each Authority meeting. He recognised that the work would be explored by the Strategy and Planning Committee but emphasised the importance of the wider membership receiving assurances in this regard. He also welcomed greater exposure to the work supporting the building a skilled and specialist workforce.
9. The DCC spoke of the work in support of counter terrorism which included the progression of the Info-X project to deliver a proposal for the Spending Review 2019 (SR19). The Chair advised colleagues that following the Authority approval to undertake the trial, he had spoken with the Department for Transport (DfT). The Chair advised that he had received a clear indication that any further investment money would be predicated on the basis that BTP is demonstrably seen to be achieving the efficiencies under the MTFP.
10. Discussions took place in relation to the recruitment of staff to support the Counter Terrorism (CT) hubs. Members were advised of the issues

which had emerged as a result of the absence of a bilateral pension agreement. The DCC confirmed that despite the concerns, BTP could sustain its operational requirement but the risk in relation to pensions still needed to be mitigated. The Chief Executive confirmed that BTPA's correspondence with DfT had led to discussions with the Treasury highlighting the associated risks.

11. A discussion ensued on stakeholder engagement and the recent Gold Group activity in which some representatives had been involved. With reference to partnership working with stakeholders and specifically Police Service Agreements (PSA), the Chair emphasised the correct methodology in that PSAs were signed by the Authority with the railway companies. He stated that it was incumbent on BTP and the BTPA Executive to work together to forge a common and sensible approach.
12. With reference to the commentary on the Stakeholder Gold Group exercise, the BTPA Executive recommended that BTP consider sharing the findings, recommendations and proposed actions with the Rail Delivery Group (RDG) as previous participants.
13. On behalf of the Authority the Chair commended the hard work of the officers. He noted the week end assaults on officers statistics and expressed admiration for the individuals concerned.

Action: To include an input on a themed area of the strategy for future Authority meeting agendas.

Action: BTP to consider sharing the findings, recommendations and proposed actions of the Stakeholder Gold Group exercise with RDG.

Scotland

Agenda item 5

14. The Member lead for the Scotland project advised that a meeting would be taking place the following week to look at the work programme to consider what work could be closed down in orderly fashion and what work was outstanding.
15. The Senior Scotland Project Manager confirmed that the discussions of Joint Project Board (JPB) had demonstrated that there was an appetite to form an enhanced governance relationship and both Authorities had been asked to work up proposals. He stated that he had met with counterparts within the Scottish Police Authority to explore this further and there were representatives in attendance at the Authority meeting.
16. Members were advised that the Cabinet Secretary intended to report back on progress to the Justice Committee by its meeting on 18 December 2018 and that the BTPA had been promised sight of the statement before it was published. The Senior Scotland Project Manager stated that the message from the Scottish Government which had been received was that the option for full integration was still on the table but that interim options were also being explored.

17. The Chair noted the update recognising that a view from the Scottish Government was awaited. From an employer's perspective he stated that concerns remained around the uncertainty for employees. He acknowledged the high standard of service which had continued to be delivered by BTP employees in D Division.
18. The DCC advised Members that D Division would now be in scope as part of BTP2021 and business planning and budgeting purposes.

Extraordinary Committee Meeting

Agenda item 6

19. The Chair of the Performance and Delivery Committee provided a summary of the work which had been explored at the Extraordinary Committee Meeting held on 28 November 2018. He described it as a productive meeting which had included open discussions and stated that the Force had presented well. These comments were endorsed by the Chair.
20. A member sought clarification on one element of the efficiencies process. The CFO confirmed that whilst there was a reinvestment plan for the initial £30m, the use of the recurring savings made subsequent to this period would need to be subject to the consideration of the Authority and approval would be sought on the correct approach to take.
21. The contents of the summary report at agenda item 6.1, was noted.

Delivery Partner Business Case

Agenda item 6.2.1

22. This item was approved by the Authority subject to Cabinet Office approval.

BTP Budget & Medium Term Financial Plan

Agenda item 6.2.2

23. This item was noted and Authority approval would be sought following further discussions with TfL. The Finance Director confirmed that a submission would be made before the end of January 2019.

BTPA Budget & Medium Term Financial Plan

Agenda item 6.2.3

24. One member specifically queried the plans to review the charging model and the budget allocated for this piece of work. The CFO clarified that the intention was to look at whether existing practices could be made more efficient. She reiterated that the work would not lead to a major change to the model during the subsequent year.
25. The Chair highlighted that the work was very timely with the impending Rail Review.
26. This item was approved.

Wash-up calculation

Agenda item 6.2.4

27. The CFO advised Members that items 6.2.4 and 6.3.5 were being presented to the Authority without prior committee consideration due to time constraints, an approach supported by the committee Chair.
28. The CFO referred Members to the supporting report which set out the actual charges for 2017/18.
29. She advised Members that the paper outlined the reconciliation of the final outturn for 2017/18 year end financials against the budget. Members were reminded to take into consideration the previous paper which had been submitted to the Performance and Delivery Committee which concluded on the appropriate treatment of the 2017/18 revenue spend.
30. Those in attendance were reminded that whilst this paper had been taken in public, the contents of the paper were deemed sensitive until the bill payers had been provided with written notification of the charges.
31. This item was approved.

Provisional charges

Agenda item 6.2.5

32. The CFO advised Members that the same methodology had been applied to the provisional charges as the wash up charges.
33. She confirmed that subject to Authority approval, it was the BTPA Executive's intention to write to all the PSA holders by the end of week commencing 10 December 2018.
34. This item was approved.

Audit and Risk Committee

Agenda item 7

35. The Chair of the Audit and Risk Committee referred Members to the summary paper. He confirmed that the committee would be focusing on the management of risk. He used a number of examples to demonstrate the importance of this area of the business and the need to ensure that the boards were asking the correct questions.
36. Members were advised that over the subsequent period efforts would be focused on three areas, namely the effectiveness of the internal controls, exploring the focus, effectiveness and quality of the internal and external audit processes.

Authority & committee business cycle

Agenda item 8

37. The Chair reminded Members of discussions from the previous meeting on the requirement to increase the number of Authority meetings for 2019 and beyond. It was confirmed that a chart had been included within the paper submissions to reflect this.
38. It was confirmed that the proposal for increased meetings would enable the Authority to provide some flex room to accommodate the increased number of business cases and provide the capacity for more strategic discussion.

39. The Chair asked Members to feedback any observations or concerns to the BTPA Executive by 21 December 2018 and after this date the proposals would be taken as accepted. Members were asked to note the contents of the paper.