

Minutes

Full Authority

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Tuesday 25 June 2024 at 11.00am in Meeting Room G1/2,
British Transport Police Force Headquarters, 25 Camden
Road, London, NW1 and via Microsoft Teams

Present:

Ron Barclay-Smith (Chair)
Dyan Perry (Deputy Chair)
Paula Carter
Andy Cooper
Abdul Elghedafi
Emir Feisal
Willie Gallagher
Nick Hawkins
Tricia Hayes
Kenna Kintrea
Brian Lynch
Craig Mackey
Iain Whyte

Apologies:

Fiona Brunskill
Lord Jackson of Peterborough (in part)

In attendance:

British Transport Police Authority Executive

Hugh Ind (Chief Executive)
Rubeela Qayyum (Chief Financial Officer)
Kate Carr (Head of Legitimacy and Performance)
Susan Kohler (Head of Governance and People)
Lynsey Luthra (Risk and Assurance Manager)
Alistair MacLellan (Board Secretary / Minutes)

British Transport Police

Lucy D'Orsi (Chief Constable)
Sean O'Callaghan (Assistant Chief Constable) (Item 8)
Charlie Doyle (Assistant Chief Constable)
Steff Sharp (Director of Corporate Development)
Harriet Andrews (Deputy Director – Financial Control) (Item 9)
Richard Dronfield (Deputy Director – Decision Support)

Luke Cronin (Business Operations Manager)
Mike Furness (Chief of Staff)
Mel Morton (Head of Deputy Chief Constable's Portfolio)

British Transport Police – Livestreaming Delivery

Nick Lowe (Digital Workplace Manager)
Connor Diamond (Digital Workplace Specialist)

External

Chris Horton (The Superintendents' Association)

Apologies

Agenda Item 1

1. Apologies were received from Fiona Brunskill. The Chair noted that Lord Jackson would be joining the meeting late.

Declarations

Agenda Item 2

2. There were no declarations.

Minutes

Agenda Item 3

3. **RESOLVED**, that the public minutes of the meeting held on 26 March 2024 be approved.

Actions

Agenda Item 4

4. Members considered a paper setting out actions arising from previous meetings and the following points were made.
 - a. Members noted that Action 1/2024 featured on that day's agenda (Item 8 / Disruption) and could be closed.
 - b. Members agreed that Actions 2/2024, 3/2024, 4/2024, 5/2024 and 6/2024 could be closed.
5. **RESOLVED**, that the paper setting out actions arising from previous meetings be noted.

Strategic Risk

Agenda Item 5

6. Members considered the Strategic Risk Register Q4 2023/24, and the following points were made.

- a. The Chief Financial Officer noted that outputs from the Strategic Risk Workshop held on 21 May 2024 would be incorporated into a refreshed strategic risk product reported to Committees and Full Authority from September 2024. The refreshed risk product would also be informed by planned Strategic Risk Deep Dives during 2024/25 on Cyber, Partnership Working, Financial Sustainability, and Wellbeing, Health and Safety, albeit a watching brief would be kept on the efficacy of the latter deep dive given the high amount of activity in Wellbeing, Health and Safety matters.
- b. The Deputy Chair encouraged the Chief Financial Officer to consider bringing in external expertise to assist in strategic risk deep dives, particularly on Cyber. The Chief Financial Officer assured Members that the strategic risk deep dive process involved subject matter experts from across the Force and Executive which did bring a greater degree of fresh perspectives and broader insight compared to the standard quarterly refresh of the strategic risk register. Moreover, relevant aspects of strategic risk were referred to insurers where appropriate.
- c. A Member, commenting in her capacity as Chair of Audit and Risk Assurance Committee, noted that her Committee was mindful of the lack of change in risk scoring between Q3 and Q4 in spite of the level of mitigating actions being undertaken. Her Committee would therefore be considering whether the risk appetite was correct, or whether other mitigating actions should be adopted.

7. **RESOLVED**, that the Strategic Risk Register Q4 2023/24 be noted.

Policing Plan Performance

Agenda Item 6

8. Members considered a report regarding Policing Plan Performance (April-May 2024 vs April-May 2023) and the following points were made.
 - a. The Head of the Deputy Chief Constable's Portfolio introduced the report and highlighted,
 - i. Trespass continued to cause the most primary delay minutes and was primarily linked to children and young people.
 - ii. Despite a 3% reduction in number of incidents, primary delay saw a 22% increase.

- iii. 20% more crime was recorded by the Force in 2023/24 compared to 2022/23 which meant the percentage solved rate had reduced from 14% to 13%.
 - iv. Main drivers for crime were theft of passenger property, violence, and public order.
 - v. There had been an increase in solved sexual offences and solved offences against rail staff as well as hate crime, and an increase in robbery on-year.
 - vi. Overall notifiable crimes per million passenger journeys were 28.
- b. In response to a comment, the Assistant Chief Constable noted that 75% of the robbery offences recorded by the Force were in London. Thankfully, the increasing trend in robbery had recently plateaued since the end of 2023, but he was mindful that warmer weather tended to herald an increase in those offences that served as a precursor to robbery e.g. public order. The Force was running a number of operations across the London area, including operations in partnership with both the Metropolitan Police and the City of London Police.
- c. In response to a question, the Chief Constable acknowledged that campaigns to increase awareness and encourage reporting of e.g. violence against women and girls had increased demand on the Force, which had been able to reinvest efficiency savings to meet that demand. The Chief Constable agreed that it was important, having encouraged reporting, to ensure confidence in reporting was maintained. (*Lord Jackson of Peterborough joined at this point of the meeting*).
- d. In response to a question, the Assistant Chief Constable noted that the Force was adept at handling serious and organised crime. The challenge lay around handling high-volume low-threat crime such as theft of passenger property. The Chief Constable noted her ambition for the Force to approach crime prevention differently e.g. collaborate with the insurance sector to address theft of passenger property. Moreover, there was scope to continue to use the Force's convening power across security providers in the rail industry in line with the integrated security and policing pilot. Finally, the increase in the Force's capital budget had allowed investment in drones which would allow a more effective response to disruption.
- e. There was a wide-ranging discussion regarding how the Force managed disruption and the following points were made,

- i. The Assistant Chief Constable noted that the Force sought to work closely with all partners – Home Office forces and rail industry – when responding to disruption incidents.
- ii. The Chief Constable noted that there was a high level of tactical engagement with peer Home Office forces and rail industry partners during and after disruption incidents, albeit she wanted to understand how widely the messaging from these was disseminated among rail industry partners. Members were welcome to attend a future hot debrief of a disruption incident (Action 7/2024).
- iii. The Chief Constable felt that there would be merit in holding a greater number of joint exercise and testing opportunities.
- iv. The Assistant Chief Constable noted that the Force and rail industry would perhaps inevitably always have differing priorities when dealing with disruption involving Persons in Precarious Positions (PIPPs) as, ultimately, the Force was accountable to the Coroner.
- v. The Assistant Chief Constable welcomed a suggestion by a Member that the Force consider convening a circa quarterly comparative assessment of disruption incidents – rather than individual hot debriefs – to determine if there were any issues to be identified e.g. messaging received from industry stakeholders. This comparative assessment could include those incidents that were dealt with quickly and were perhaps less likely to come to the attention of senior industry stakeholders.
- f. In response to a question, the Assistant Chief Constable replied that the Force was planning for offences to reach Crown Court trials by 2027. Another issue, in terms of criminal justice, was the relative priority applied to certain offences, like trespass, by the justice system.

9. **RESOLVED**, that the report regarding Policing Plan Performance (April-May 2024 vs April-May 2023) be noted.

Financial Performance

Agenda Item 7

10. Members considered a report regarding Finance 2024/24 Period 1 and the following points were made.

- a. The Chief Financial Officer introduced the report and invited feedback on its format, given it was a first iteration for the Full Authority. She noted that future reporting could focus on explaining issues such as overtime, virements and emerging risks and opportunities.
- b. The Chief Executive remarked that the Full Authority was not aiming to replicate the financial oversight provided by the Finance, Legitimacy and Performance Committee, and so Member feedback should aim to strike an appropriate balance between securing financial assurance at Full Authority, and detailed financial scrutiny at Committee.
- c. A Member commented that future reporting should include commentary on variances as standard.
- d. In response to a question from a Member, the Chief Financial Officer confirmed that the forthcoming Delegation Letter from the Department for Transport would provide a figure that the Authority would forecast towards.
- e. In response to questions, the Director of Corporate Development confirmed that Force internal governance on financial reporting would be better aligned with the Authority's Committee governance.
- f. A Member suggested that capital spend reporting could be improved through greater emphasis on lifetime spend on projects, rather than annual spend.

11. **RESOLVED**, that the report regarding Finance 2024/24 Period 1 be noted.

Members agreed to defer Agenda Item 8 (Disruption) until after lunch to allow time for Assistant Chief Constable O'Callaghan to join the meeting.

BTPA Annual Report and Accounts 2023/24

Agenda Item 9

12. Members considered the BTPA Annual Report and Accounts 2023/24 and the following points were made.

- a. The Chair noted that Members had been through the Annual Reports and Accounts at both the Audit and Risk Assurance Committee on 21 June 2024, and a Full Authority walkthrough session on 24 June 2024.
- b. The Chief Financial Officer noted that the external audit was ongoing, with both the National Audit Office and KPMG committed to finalising the

audit during week commencing 1 July 2024. As per the cover report's recommendation, Audit and Risk Assurance Committee would meet once more on 5 July 2024 to consider the Audit Completion Report and Letter of Representation, and any changes to the Annual Report and Accounts, on behalf of the Full Authority.

- c. In response to a question, the Chief Financial Officer noted that advice from Department for Transport was for the Authority to continue to work towards laying the Annual Report and Accounts before Parliament in mid-July 2024, the General Election notwithstanding.
- d. A Member commented that, from his perspective, the Annual Report and Accounts process appeared to have been smoother compared to that in 2022/23.
- e. The Chair placed on record his thanks to the Chief Financial Officer and Deputy Director – Financial Control and their teams for their efforts in producing the Annual Report and Accounts.

13. **RESOLVED**, that Members note the report and,

- a. Approve, subject to a final review by the Audit and Risk Assurance Committee, the BTPA Annual Report and Accounts 2023/24.

Draft Annual Report

Agenda Item 9.1

14. **RESOLVED**, that the draft BTPA Annual Report 2023/24 be noted.

Draft Accounts

Agenda Item 9.2

15. **RESOLVED**, that the draft BTPA Accounts 2023/24 be noted.

Board Effectiveness Review and Action Plan 2024

Agenda Item 10

16. Members considered a report on the Board Effectiveness Review and Action Plan 2024 and the following points were made.

- a. The Board Secretary introduced the paper and noted it built on outputs from the Full Authority's 21 May 2024 Workshop.
- b. The Chief Executive noted that the effectiveness review had added relevance this year as it served to demonstrate, to both a new

government and a new Sponsor Team, the Authority's commitment to best practice.

- c. Members noted the significant number of actions within the action plan and requested that the Executive invite Member support as and when required in their delivery.
- d. The Chair noted that an update on action plan delivery could be provided to each meeting (Workplan).

17. **RESOLVED**, that Members note and adopt the BTPA Board Effectiveness Review and Action Plan 2024.

BTPA Code of Governance Refresh 2024

Agenda Item 11

18. Members considered a report regarding the BTPA Code of Governance Refresh 2024 and the following points were made.

- a. The Chief Financial Officer summarised the nature of amendments to the Code's annexes, around provision of income delegation to the Force for the first time and defining the relationship between the Chief Financial Officer-as-Treasurer and the Director of Corporate Development.
- b. The Chief Executive noted that an overriding aim of the refresh that year was to make the overall Code significantly shorter and easier to read. Moreover, reference to a protocol on strategic finance between the Force and Authority had been re-inserted, having been removed during the 2023 Refresh.
- c. The Chief Financial Officer noted that Action 17/2023 (June 2023) had been for a review of capital project thresholds to be conducted ahead of the June 2024 Refresh – this had been done and in the opinion of the Executive, the current thresholds were working well.
- d. In response to a suggestion, Members agreed to amend paragraph 49(f) of the Code to read '...clear, concise, consistent and timely...' performance information. (Action 8/2024).
- e. In response to a suggestion, the Chief Financial Officer agreed to consider whether the language around an annual review of risk at paragraph 225 of the Code could benefit from being more specific in reflecting what Members did in practice at their annual risk workshop (Action 9/2024).

19. **RESOLVED**, that subject to comments made and the changes summarised within the report, the BTPA Code of Governance [June 2024] be approved.

[Background Pack] Draft BTPA Code of Governance [June 2024]

Agenda Item 11.1

20. **RESOLVED**, that the draft BTPA Code of Governance [June 2024] be noted.

BTPA Code of Governance Refresh – Terms of References for Committees

Agenda Item 11.2

21. Members considered a report regarding the BTPA Code of Governance Refresh 2024 – Terms of References of Committees and the following points were made.

- a. Members endorsed the proposed changes to the terms of references of the Strategy and Planning Committee and People and Culture Committee provided within the report.
- b. The Board Secretary noted that the Appointments, Remuneration and Appraisal Committee had not proposed any changes to its terms of reference when it met on 20 June 2024, and that the Audit and Risk Assurance Committee had, when it met on 21 June 2024, proposed including a reference to remit over Functional Standards in its terms of reference.

22. **RESOLVED**, that Members,

- a. Note the report and updates provided therein for each Committee.
- b. Approve the proposed amendments to the terms of references for the Strategy and Planning Committee, People and Culture Committee, and Audit and Risk Assurance Committee.

Establishment of a Policing Plan Working Group

Agenda Item 12

23. Members considered a report regarding the establishment of a Policing Plan Working Group and the following points were made.

- a. Members were mindful that, on moving away from a dedicated Stakeholder Engagement Working Group, focus should not be lost on strategic stakeholder engagement. The Head of Legitimacy and Performance noted that a forthcoming strategic risk deep dive on partnership working would be a key exercise in this context.

24. **RESOLVED**, that Members,

- a. Approve the repurposing of the existing Stakeholder Engagement Working Group to a Policing Plan Working Group and approve the terms of reference for the Policing Plan Working Group provided within the report.

Chief Constable's Annual Report 2023/24

Agenda Item 13

25. Members considered the Chief Constable's Annual Report 2023/24, and the following points were made.

- a. The Chief Constable introduced the report and highlighted,
 - i. Demand was increasing and this would likely remain the case going forward.
 - ii. Progress made on the Force's transformation programme, with £4m of cashable savings made in 2023/24, and the forthcoming move to a new London Hub at Buckingham Palace Road.
 - iii. Her determination to deliver on Force ambition for drones.
 - iv. Her pride in the Force's proportionate response in Op OVERHAND, the policing of protests prompted by the Israel-Gaza conflict. This involved some discussions with the Home Office regarding future application of s14a Public Order legislation.
 - v. The Force's efforts on cultural reform and empowerment of officers and staff.
 - vi. Future challenges around maintaining focus on professional standards, investment in technology, enhancing integrated security in collaboration with partners, and competing on recruitment with both Home Office forces and the rail industry.
 - vii. The lack of alignment between the Strategic Plan and her tenure, which she suggested could be reviewed and corrected (Action 10/2024).
- b. In response to a question, the Chief Executive replied that it was unlikely that the Authority would be in a position to put a recommendation on concessionary travel to new Ministers on day one of a new government – a proposed position would first be put to the Authority for approval prior to submission to the Sponsor Team (Workplan).
- c. There was a wide-ranging discussion regarding the Force's Integrated Security and Policing Pilot and the following points were made.

- i. There was perhaps some merit in updating a paper of the Head of Legitimacy and Performance with a view to using it as a messaging piece for the new government.
 - ii. There was an ambition to move beyond articulating the integrated policing and security work as a pilot and instead decide on which model worked best for the Force – this should then be communicated to the new Rail Minister.
 - iii. There was a natural reluctance among some industry stakeholders to release control over security spending, which complicated the Force's ability to provide a new Rail Minister with a finalised integrated policing and security proposal that offered significant savings.
 - iv. The ability to drive an operational change in security and policing lay with the Minister – and change would need to be delivered in partnership with industry.
- d. In response to a question, the Chief Constable agreed to provide an update to Members circa mid-September 2024 on the Force's work on drones covering both business-as-usual elements and Operation Falcon (Workplan).
- e. In response to a comment, an Assistant Chief Constable noted that double keying to input data was often the result of the Force and partners using proprietary systems of which the owners were reluctant to provide access to competitors to enable streamlining.
- f. In response to a question, the Chief Financial Officer agreed to review to what extent the preparation of the BTPA Annual Report and Accounts 2024/25 and the Chief Constable's Annual Report 2024/25 could be aligned (Workplan).
- g. In response to a question, the Chief Constable reflected that there was an opportunity perhaps to revisit her 2021 presentation to Members at the outset of her first term as she embarked on her second term (Workplan). She had been struck during her first term by how big-hearted, kind and progressive on some of its thinking the Force had been. She was also proud of the Force's professional standards turnaround during that time, with a 75% increase in calling out poor behaviour. The challenges she foresaw during her second term included encouraging greater innovation on technology and being more data-led in decision-making.
- h. In response to a comment, the Chief Constable agreed that there were opportunities in terms of recruitment in emphasising the unique nature

of the Force, and its ambitions around better use of technology and the variety of careers it offered.

26. **RESOLVED**, that the Chief Constable's Annual Report 2023/24 be noted.

Lord Jackson of Peterborough left at this point of the meeting.

The meeting was adjourned between 1.00pm – 1.20pm. Craig Mackey left at this point of the meeting, and Assistant Chief Constable O'Callaghan joined.

Disruption

Agenda Item 8

27. Members received a verbal briefing on the Force's response to Disruption and the following points were made.

- a. An Assistant Chief Constable spoke on disruption and highlighted the following points,
 - i. Disruption applied to either rail disruption or police disruption, with the latter involving either fatalities (of which the Force dealt with c. one per day) or crime. Crime disruption was then further broken down into (1) theft impacting operations (2) criminal damage (3) non-obstructive protest and (4) criminal intent.
 - ii. Whereas there were 10,000 miles of track in UK, the Force's focus was on East Coast Main Line, West Coast Main Line and Wales & Western – the latter of particular relevance given the Office of Rail and Road's recent Investigation Report¹. The Assistant Chief Constable noted the report had not identified a single issue that was driving poor performance on that route. The Force was working on reviewing and implementing the report's recommendations in partnership with Network Rail and other parties.
 - iii. With regards to responding to protest, the Force's biggest challenge was Persons in Precarious Positions (PiPPs). In the first instance, ownership of a PiPP incident depended on the location – road bridges or buildings on or near the railway were owned by Home Office forces, with rail bridges or railway crossings owned by the Force.

¹ Office of Rail and Road Wales & Western Region – Network Rail Investigation Report (28 May 2024)

- iv. Each PiPP interaction involved a pair of negotiators provided by Home Office forces or Police Scotland. Each interaction was overseen by a GOLD Commander who, in line with College of Policing practice, was responsible for ensuring the safety of all parties in a PiPP incident. College of Policing practice was informed by lessons learned following the 1999 death of PC Kulwant Sidhu and resulting prosecution of the Metropolitan Police Commissioner under the Health and Safety at Work Act 1974.
- v. The Assistant Chief Constable continued, noting that the key to retrieving a PiPP was ensuring the person involved was compliant. The Force would explore other tactics during a protracted PiPP situation e.g. in a recent incident, officers with riot shields had joined fuel trains to defend drivers from a PiPP throwing roof tiles.
- vi. The Force was currently working to encourage stakeholders to ensure that operational-level decision making at PiPP incidents were communicated to senior individuals within a stakeholders' organisation, to avoid misconceptions developing as to reasons underpinning decision-making. For example, power had been switched off to tracks during a recent PiPP incident at the direction of Network Rail rather than the Force, but decision was being erroneously ascribed to the Force.
- vii. In May 2023, 33 persons had died on the railways with an average hand back time of 93mins. In May 2024, 18 persons had died but the average hand back time had increased in some cases to 110mins. This could be due to geography e.g. hand back times were faster in London and South East (95mins) compared to north of England and Wales (118mins) and Scotland (128mins).
- viii. The Force was obliged to review all available information when investigating a fatality. This had meant some myth busting was necessary e.g. the erroneous perception the Force could access all station CCTV nationwide when in fact it was obliged to request and secure access.
- ix. The Assistant Chief Constable was a firm believer in the potential of drones to act as key assets when managing disruption. The Force had 24 operational drones, and Network Rail around 300 operational drones – albeit there was scope for deployment of drones to be better coordinated and for permission to be secured for the Force to use drones beyond the visual line of sight (BVLOS).

- x. In terms of changes to disruption response made to date – the Force’s Senior Duty Office (SDO) at Palestra took the tactical lead on each fatality incident, and Network Rail’s National Operations Centre (NOC) convened industry calls on disruption. The Force also sat on Network Rail’s national performance board. The Force was also working to correct misconceptions regarding its current tasking practice given it was often the case many Network Rail interface staff were ex-Force colleagues with dated knowledge of the Force’s way of working. Finally, the Force had factored disruption into its Optimised Policing Model.
- b. In response to a question, the Assistant Chief Constable replied that the Force was seeking to change Force culture towards disruption towards an emphasis on prevention. This included removing any preconceptions that disruption was a specialist activity and was rather a focus of all ranks and grades. One barrier to prevention was the fact that many designing out crime (DOCU) recommendations following incidents were not adopted by stakeholders. The Member felt this latter point could be highlighted with industry when appropriate.
- c. In response to a question, the Assistant Chief Constable noted that a recent disruption incident involving a PiPP at Kensington Olympia was a good case study for the need to effectively communicate reasons for tactical decision-making upwards to senior stakeholder representatives.
- d. In response to a question, the Assistant Chief Constable noted that the recent ORR report had highlighted the need for effective management information, which the Force was working to address.
- e. In response to a question, both Assistant Chief Constables noted that protracted PiPP incidents were often deliberate, with one recent example leading to an individual returning to a mental health treatment centre. Vulnerable persons were often drawn to the railway and this trend would increase as wider public services came under pressure. Trespass was also the result of persons seeking to evade capture and/or evade fares.

28. **RESOLVED**, that the verbal briefing on the Force’s response to Disruption be noted.

Chief Executive's Report

Agenda Item 14

29. Members considered the Chief Executive's Report, and the following points were made.

- a. The Chief Executive introduced the report and highlighted,
 - i. The ongoing application of enhanced financial oversight of the Force, and forthcoming development of a strategic finance protocol between the Executive and the Force.
 - ii. The fact that agreement had been reached with the Trustee on the 2022 Staff Pension Valuation.
 - iii. The ongoing development of the new Cost Allocation Model – to be discussed in non-public session.
 - iv. His ambition to provide business-case decisions to Members in correspondence on a more regular basis in order to allow more agenda time at formal meetings for strategic discussions.
- b. In response to a question, the Chief Executive replied that the Authority had not provided a standalone briefing note for any incoming Rail Minister but was liaising with the Department for Transport Sponsor Team to assist with ministerial briefings.
- c. Members were content to receive business cases in correspondence as the norm, but requested the Board Secretary to consider the manner in which these were presented in order to maximise the effectiveness of Member scrutiny and feedback – this could include the use of e-signatures (Action 11/2024).

30. **RESOLVED**, that the Chief Executive's Report be noted.

Committee Minutes

Agenda Item 15

[Background Pack] Finance, Legitimacy and Performance / 15 May 2024

Agenda Item 15.1

31. The Chief Executive summarised the Committee's main item of business, including financial performance (discussed earlier on the agenda that day), and an update on external scrutiny and the role of the Force's independent advisory groups (IAGs). The Committee had also considered Custody, against a backdrop of

c. one-third of detainees going into Force custody at Brewery Road and two-thirds being referred to custody with Home Office forces and Police Scotland. Force Custody managers had highlighted effective bail management as a current issue for the Force.

32. **RESOLVED**, that the draft minutes of the Finance, Legitimacy and Performance Committee meeting held on 15 May 2024 be noted.

[Background Pack] Strategy and Planning / 16 May 2024

Agenda Item 15.2

33. The Strategy and Planning Committee Chair summarised the Committee's main items of business, including Strategic Plan progress, a Strategic Hub update, and progress on the Buckingham Palace Road programme.
34. **RESOLVED**, that the draft minutes of the Strategy and Planning Committee held on 16 May 2024 be noted.

[Background Pack] Scottish Railways Policing / 4 June 2024

Agenda Item 15.3

35. The Scottish Railways Policing Committee Chair summarised the Committee's main items of business, including partnership items from ScotRail on their Travel Safe Team and Railway Mission on their Rail Pastors. The Committee had also further considered the Force's ambitions for drones and would scrutinise any consultation plans with regards to Scotland. The Committee had also considered performance and risk issues, and the outcome of the Force's recent passenger survey.
36. **RESOLVED**, that the draft minutes of the Scottish Railways Policing Committee meeting held on 4 June 2024 be noted.

[Background Pack] People and Culture / 6 June 2024

Agenda Item 15.4

37. The People and Culture Committee Chair summarised the Committee's main items of business, including its refreshed agenda format that included a revised People Data pack. The Committee had scrutinised the Force's Temporary Duty Restrictions (TDRs) and learned that the largest factor underpinning TDRs was injury at work. That said, the Committee was mindful that Force colleagues were more likely to encounter fatalities compared to Home Office colleagues, which had wellbeing implications. The Committee had also received frontline perspective from a female Authorised Firearms Officer recently returned from maternity leave.

38. **RESOLVED**, that the draft minutes of the People and Culture Committee meeting held on 6 June 2024 be noted.

[Background Pack] Audit and Risk Assurance / 21 June 2024

Agenda Item 15.5

39. The Audit and Risk Assurance Committee Chair summarised the Committee's main items of business, including the External Audit and the BTPA Annual Report and Accounts 2023/24. The Committee had also noted the *Moderate* rating of the Internal Audit Programme 2023/24 which represented an incremental improvement on 2022/23. The Committee Chair noted that the Public Sector Fraud Authority would be visiting the Force in September 2024.
40. **RESOLVED**, that the draft minutes of the Audit and Risk Assurance Committee meeting held on 21 June 2024 be noted.

Workplan

Agenda Item 16

41. Members considered the Workplan, and the following points were made.
- a. The Board Secretary noted that the Workplan was due to be refreshed in light of the Chair's and Chief Executive's ambitions to focus agendas on more strategic conversations.
 - b. A Member suggested that *Fixing the Fundamentals* could be reviewed at some point from September 2024 onwards (Workplan).
 - c. Members noted the date of the next Full Authority meeting was 1 October 2024, rather than 26 September 2024 as in the paper.
42. **RESOLVED**, that the Workplan be noted.

Any Other Business

Agenda Item 17

Committee Minutes – Appointments, Remuneration and Appraisal / 20 June 2024

43. The Chair noted that the business of the Appointments, Remuneration and Appraisal Committee meeting had been discussed at a Member-Only pre-meeting immediately prior to that meeting, and that the draft minutes of the 20 June 2024 meeting would be circulated in due course.

Exclusion of the Public

Agenda Item 18

44. **RESOLVED**, that the public be excluded from the meeting for the remaining items of business, as per paragraph 39 of Annex 2 (Procedural Standing Orders) of the BTPA Code of Governance [June 2024].

Nick Hawkins left at this point of the meeting.

Non-Public Minutes

Agenda Item 19

45. **RESOLVED**, that the non-public minutes of the meeting held on 26 March 2024 be approved.

New Charging Methodology Update

Agenda Item 20

46. Members considered an update paper regarding the new Charging Methodology².

Any Other Business in Non-Public Session

Agenda Item 21

47. There was no other business in non-public session.

Meeting Evaluation

Agenda Item 22

48. There was no meeting evaluation.

The meeting ended at 2.10pm.

² Please refer to the Non-Public Minutes of the 25 June 2024 meeting for the full minute text of this item.