

Agreement Between The Muslim Safety Forum (MSF) And British Transport Police (BTP)

In order to promote the safety and security of Muslim communities and positive relationships between Muslim communities and the British Transport Police (BTP), the Muslim Safety Forum (MSF) and the Chief Constable of BTP have agreed the following protocols.

GENERAL OPERATING PROTOCOL

1. During the monthly meeting MSF hold with MPS, BTP agree where practical to send a representative to these meetings. BTP will also send where practical a representative to any short notice meetings where they are required to address particular issues, concerns or problems.
2. BTP agree to conform to security arrangements that are in place at the location of the meeting.
3. Appropriate BTP personnel including members of the Chief Officer Group, Neighbourhood Policing and Partnership Unit, Counter-Terrorist Unit, Diversity Department and Operations Department can also with notice attend a meeting request where practicable.
4. Members of the MSF or the BTP may invite other police representatives, or members of other organisations and communities, to the meetings in order to address specific issues. Both parties must agree this in advance. Where a meeting is being hosted by BTP and the invitee is a guest of the MSF, the MSF must ensure the BTP is notified of the guest's details beforehand so that a BTP representative can ensure the guest is greeted and afforded supervised access to BTP buildings, to conform to security arrangements.
5. Members of the MSF and the BTP will be afforded the opportunity to discuss issues freely and air their views in an open environment, subject to the Chatham House Rules. Both the MSF and BTP recognise the value of hearing a broad range of candid views, so that the advice drawn from it is as representative as possible.
6. Minutes of the MSF meetings will be recorded in line with the Chatham House Rules. The MSF must retain independence from the BTP and will therefore have responsibility for its own administrative support, including minute taking, agenda setting and chairing.
7. Some discussions may include confidential material. Where such discussions are contemplated, and the owner of the material wishes to ensure its confidentiality,

he or she must first seek agreement from the attendees present that it will not be minuted and that they will:

- a) Not divulge the fact that the discussion has taken place; and
- b) Not make any reference to the material discussed outside of the meeting.

Where such an agreement cannot be reached; the owner of the material may decide to withhold the information.

8. The BTP will respond to all reasonable requests (as agreed by both parties) for documentation and information to be provided to the Forum. If information or documents are not supplied, reasons will be given.

SPECIFIC AGREEMENTS WITH THE BTP CHIEF CONSTABLE

1. The MSF will have a relationship with the Chief Constable and rest of the Chief Officer Group, and the BTP will facilitate access to its 7 Area Commanders as and when appropriate.
2. The MSF will meet the Chief Constable or his representative formally twice a year. Other meetings may be arranged on an ad-hoc basis, when they are necessary to respond to incidents or events that are likely to have a substantial and adverse impact on Muslim communities or BTP.
3. The Chief Constable will facilitate relationship building between the MSF and the BTPA and other key bodies
4. The Chief Constable will recognise the MSF as the principal body in relation to Muslim community safety and security. This will not prevent either party from receiving advice from other individuals or organisations.
5. BTP will consult the MSF regarding its corporate level communications with Muslim communities using existing forums and relationships where available, The MSF will be encouraged to work closely with the head of BTP Media and Marketing who has responsibility for BTP communications.
6. Where appropriate, the BTP will use the MSF as a consultation body to help formulate policy or practice, whenever they are likely to have an effect on Muslim communities.

SPECIFIC AGREEMENTS WITH THE MSF CHAIR

1. The MSF recognises its role in:
 - Advising the BTP about its relationship with Muslim communities
 - Informing Muslim communities about policing, including counter-terrorist operations
 - Retaining independence from the BTP
 - Working in partnership with the BTP to promote positive relationship between the BTP and Muslim communities, and to build trust and confidence.

2. The regular MSF meetings in which BTP engage afford opportunities for Forum members to engage senior managers of the BTP on important strategic issues affecting Muslim communities. Forum members need to refrain from discussing minor issues or incidents of concern at the meeting, but raise these through the appropriate channel outside of the meeting.
3. Members will promptly raise issues of serious concern relating to the railways and Muslim communities, so that BTP can provide a detailed response.
4. Where members raise issues of serious concern relating to Muslim communities, they should do so through their own MSF office in the first instance. These will then be passed on to the BTP through the appropriate channel. The Chair can then add this as an agenda item, for discussion at the next scheduled MSF meeting. The BTP requests that a minimum of five full working days notice be given to prepare a response but accepts that very urgent matters may require flexibility with this timetable.
5. Where the member considers a BTP response unsatisfactory, the member should raise the issue with the Chair to agree a way forward.

PROVISIONS COMMENCEMENT AND TERMINATION


Amendments or additions may be made to these protocols with the written consent of the MSF and the BTP (the two parties).


The MSF and the BTP will meet in order to review these protocols on request, or annually from the date of it coming into operation, unless they notify each other in writing that no such review is necessary.

These protocols become effective upon signature.

The foregoing represents the understanding reached between the MSF and the BTP

Signed on: 01/09/09


Chairman of MSF
On behalf of MSF


On behalf of BTP