

## **Guideline 7 - Working towards accreditation**

### **The aim**

A new category of award has been introduced into the Secure Stations Scheme, with the aim of:

- providing an incentive to station operators who believe that few or none of their stations would gain full accreditation, in order to engage them in the Scheme;
- recognising the efforts of station operators that are working to get their stations to an acceptable standard in the context of run-down infrastructure and limited resources, or a crime rate that is higher than the permitted threshold for the Scheme; and
- providing station operators with guidance and support towards attaining full accreditation at such stations.

### **The scope**

The category 'working towards accreditation' can be awarded to a station operator on the basis of its work towards achieving security at a specific, named station.

Stations that could be considered by a station operator for the 'working towards accreditation' category are those which:

1. fail at the outset because of their high crime rate; and those which
2. have a low enough crime rate to pass the threshold, but fail full accreditation because of the scoring of the design and management audit.

It is for the station operator to decide that, despite (or possibly because of) these obstacles, they want to 'work towards accreditation'.

### **The process**

Once a station has failed, either because of its high crime or because of its scoring on the checklist, the station operator and local BTP Crime Reduction Officer should meet with a view to developing an Action Plan. This Action Plan will form the basis for the 'working towards accreditation' award.

The Action Plan should be based on the weaknesses revealed by the crime information (i.e. an understanding of the crime risk at the station, which could be adversely affected by crime in the neighbourhood it serves - see Guideline 8 for advice on tackling crime in high crime and socially excluded areas), and the design and management checklist scoring. That being so, it will be important to undertake an analysis of the crime problem, so that preventive measures can be targeted appropriately. And it will be essential for even those stations that failed on the crime rate to go through the design and management checklist.

The Action Plan should be tailored so that it requires enough of the station operator that if they follow it, they can be confident of full accreditation, but not so demanding that it is not achievable.

The Action Plan should be:

**Specific**  
**Measurable**  
**Achievable**  
**Realistic**  
**Time limited.**

The timescale for the 'working towards accreditation' should be between 6 and 18 months, depending on the requirements of the Action Plan. This is intended to be long enough to be realistic, but short enough to provide focus. The Action Plan itself should set its own timescales, within these parameters.

All Action Plans will be cleared by the British Transport Police Independent Accreditor, in order to ensure that a consistent standard is being applied nationally.

Once an Action Plan is signed off by the station operator and BTP, a copy should be sent to the Department for Transport (see address on the enclosed Application Form). A 'working towards accreditation' award will be sent to you by the Department.

Progress towards achieving full accreditation will be monitored by the Secure Stations Scheme Steering Group. As with full accreditation, the Steering Group reserves the right to withdraw the 'working towards accreditation' award in the case of a serious breach. Unless there are exceptional extenuating circumstances, a station operator that fails to deliver the Action Plan for the station within the 18 months, will have the award withdrawn. It will then be for the station operator to reapply to the Steering Group for 'working towards accreditation' status.

<b>Publicity and accountability</b>
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Achieving the 'working towards accreditation' award will entitle the station operator to use this in their publicity. In the interests of public accountability, Action Plans will be submitted to the Strategic Rail Authority by the Scheme

Steering Group, and should be made available by the station operator to the relevant Rail Passenger Committee and individual passengers on demand.

## Secure Stations Scheme – Working Towards Accreditation Process

