

CNPA BOARD MEETING

Minutes of the meeting held on Wednesday, 25 May 2016

The Oak Room, Milton Hill House, Milton Hill, Steventon, Oxfordshire OX13 6AF

Present Sir Philip Trousdell (Chairman)
Phil Craig
Paul Kernaghan
Kenna Kintrea
Mark Neate
Gwen Parry-Jones
Rob Wright
Mike Griffiths, CEO / Chief Constable
Christopher Armitt, Operations Director
Simon Chesterman, Capability Director
Kenneth Kilpatrick, Business Director
Joyce Robertson, People Programme Director

Apologies

In Attendance Richard Cawdron, Head of Executive Office and Legal Advisor
Sian Chandler, Executive Office Manager
Catherine Pepler, Board and Committee Secretary
Rosemary Powdrill, Board and Committee Manager
Richard Saunders, Interim Head of HR
Rebecca Webber, Interim Head of Engagement and Communications
Michael Wilkinson, Principal Staff Officer

Start: 11:00 hrs approx.

1 Chairman's Announcements

The Chairman welcomed delegates, including Mark Neate, who was attending his first Board Meeting.

The Chairman advised that:

- the current and future Board Meetings would be conducted digitally in the interests of efficiency and sustainability;
- pdf copies of Board packs could be made available to CNPA Members on request from the Board and Committee Secretary, although the preference was for all business to be conducted electronically; and
- a Board Effectiveness Survey was in progress. Board Members who had not yet completed the survey questionnaire were requested to do so [the survey closing date was 27 May 2016].

2 Minutes of the meeting 30 March 2016

The Minutes of the Board Meeting held on 30 March 2016 were accepted as a true record of the Meeting. Action PAB303016-02 in relation to the Business Continuity and Emergency Planning audit was updated and discharged.

3 Standing items

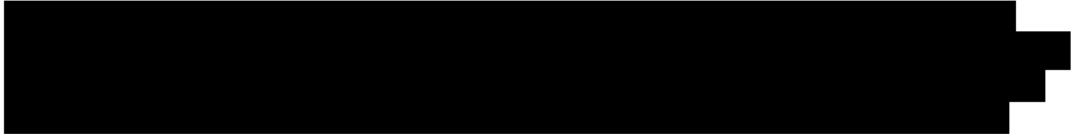
3.1 CEO / Chief Constable's Business Report, March - May 2016

The CEO / Chief Constable's Business Report, March to May 2016, was discussed -



**OFFICIAL
APPROVED**

- the Public Sector Pension Act 2013 Judicial Review was scheduled to take place on 24 and 25 August 2016;
- the third Exotics Operation had been successfully completed;
- the final MARSO Programme demonstration of capability for the Regulator had taken place at Torness in late April 2016;
- Emergency Services Mobile Communications Programme cost details were awaited;
- any training provided by the CNC for Metropolitan Police Service (MPS) personnel would be to national police standards and on a “full cost recovery” basis, i.e. not for profit purposes. The Constabulary would be the training provider and the MPS would be responsible for any matters of MPS personnel discipline; and
- the NAO had published a report entitled “Cabinet Office - Shared Service Centres”;



AGREED:

- The CEO / Chief Constable’s Business Report March - May 2016 was noted.

3.2 Audit, Risk and Governance Committee (ARGC) Chairman’s Report of the ARGC Meeting held on 8 April 2016 & Annual Report and Accounts Scrutiny Panel Meeting held on 25 May 2016

The ARGC Chairman reported that the Minutes of the ARGC Meeting on 8 April 2016 had been circulated as part of the Board Meeting pack. There had been a Scrutiny Panel Meeting prior to the Board Meeting in respect of the draft 2015/16 Annual Report and Accounts (ARA). The ARA process was in train to meet the proposed timescales and, following the ARGC telecom meeting on 5 July 2016, the revised draft ARA would be circulated to Authority Members. [In the absence of any comment or dissent by 5.00 pm on 6 July 2016, the Authority would be deemed to have agreed the ARA.]

AGREED:

- (i) The ARGC Chairman’s verbal report was noted.

4 Items for approval / discussion

4.1 HMIC Inspection Report

Her Majesty’s Inspector of Constabulary (HMIC) had inspected the CNC in the autumn of 2014. It had reported positively on the CNC and had made sixteen recommendations, all of which the Constabulary now considered closed, or incorporated into business-as-usual and would continue to be monitored by the Executive.

DECISION:

- (i) **The Board endorsed the closure of the HMIC Inspection Report recommendations. After the CEO had taken the Report to the June 2016 Civil Nuclear Security Programme Board Meeting, the CNPA Chairman would write to Secretary of State for Energy and Climate Change to confirm the status of the Report’s recommendations.**

4.2



AGREED:

(i) [REDACTED]

4.3 Pensions & TACOS - Update

It was observed that matters regarding pensions currently fell into two main issues, namely:

- the necessity of moving to a new pension scheme (with a consultation period with the Staff Associations), within a collapsing timeframe; and
- the retirement age of Civil Nuclear Constabulary Police Officers.

Potential outcomes of the Public Sector Pension Act 2013 Judicial Review, due to take place on 24 and 25 August 2016, and moral obligations to the Constabulary's Police Officers were discussed.

[REDACTED]

DECISION:

- [REDACTED]
- [REDACTED]

AGREED:

(i) The update on pensions and TACOS was noted.

5 Items for approval / discussion

5.1 Performance Report as at 31 March 2016

The 2015/16 year-end Performance Report position had generally shown good progress with an improving trend and would be further considered within the context of the Annual Review, which would follow the Board Meeting.

AGREED:

(i) The Performance Report as at 31 March 2016 was noted.

5.2

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

AGREED:

[REDACTED]

5.3 Principal Risk Report as at 30 April 2016

The Principal Risk Report as at 30 April 2016 was presented. Principal Risks had been updated following a risk workshop held in March 2016 and had been aligned to the Strategy and Business Plan 2016-19.

[REDACTED]

[REDACTED]

AGREED:

[REDACTED]

5.4 Health, Safety & Environmental Report for the 2015 / 2016 reporting year

Overall, the number of reported injury events had dropped during the 2015 / 2016 reporting year, with reductions in both training and muscular skeletal injury events. The number of RIDDOR events had increased from 10 in the previous reporting year to 19 during 2015/16. The 13 civil liability claims in the reporting year represented an increase on the number of claims in the previous reporting year, although the level of claims was comparable with figures in previous years.

[REDACTED]

AGREED:

[REDACTED]

5.5 Progress against the Stress Management Society Wellbeing Survey

A Civil Nuclear Constabulary Wellbeing Survey has been carried out by the Stress Management Society (SMS) in July 2015 and a series of recommendations had been identified. A Stress Working Group had been created, which had made significant progress in delivering against the recommendations.

Training for CNC managers, to help them identify and manage stress in the workplace, and stress awareness training for staff was in progress. In addition, a range of communications and publicity on support available to CNC personnel had been circulated. A focus group programme had also commenced. The company, ACAS, had been engaged to provide independent facilitation of these focus groups across different personnel levels / ranks, including the exploration of bullying and harassment issues on a one-to-one basis.

AGREED:

- (i) Progress against the Stress Management Society Wellbeing Survey report was noted.

5.6 Professional Standards Department Annual Report 2015/16

The Professional Standards Department Annual Report 2015/16 had shown a slight increase in the total numbers of complaints received in comparison with the previous year, whilst recordable conduct matters had remained at a similar level.

Seven police officers had been suspended in 2015/16. As the number of suspensions had been felt to be fairly high, a review of all officer suspensions had been requested by the Capability Director. This review had been conducted by an independent member of the Police Authority, with satisfactory findings. It was also confirmed that the Constabulary had adopted the Police (Conduct) (Amendment) Regulations 2014.

Only three reports had been received on the Safecall confidential reporting line during the reporting year. None of these had constituted a recordable conduct issue and all had been locally resolved with satisfactory outcomes.

Analysis of the work undertaken during the year had not revealed any major concerns or trends, other than the number of CNC officers whose off-duty behaviour fell below the expected standards. This had been the subject of a communications strategy to remind police officers of their responsibilities both on and off duty.

AGREED:

- (i) The Professional Standards Department Annual Report 2015/16 was noted.

5.7 CNC Training Facilities

[REDACTED]

A 5-year lease (2016-2021) had been agreed with the National Rifle Association for the continued use of Bisley facilities, incorporating a 3-year break point.

[REDACTED]

AGREED:

[REDACTED]

5.8 Civil Nuclear Police Authority Board Terms of Reference

DECISION: The Civil Nuclear Police Authority Board Terms of Reference were approved in principle for subsequent endorsement by Authority, subject to minor amendments.

6 AOB

- It was noted that the next Board Meeting would be held on Wednesday, 27 July 2016, at the Blue Fin Building, 110 Southwark Street, London SE1 0SU.
- As feedback on his first Board Meeting, Mark Neate reported positively on the level and breadth of the discussions that had taken place.

**OFFICIAL
APPROVED**

- The circulation of daily media press summaries to Authority Members had been appreciated.

There being no further items of business, the meeting closed at approximately 14.30hrs.