

**Minutes of Meeting:**

<b>Title of Meeting</b>	Civil Nuclear Police Authority Board Meeting	<b>Date(s) Meeting Held &amp; Venue</b>	25 May 2022 [REDACTED] [REDACTED] [REDACTED]
<b>Meeting Called By</b>	Craig Mackey, Interim Chair	<b>Start Time</b>	09.00 hrs
<b>Reference Meeting No.</b>	CNPA 20220525	<b>End Time</b>	12:15 hrs

**MEMBERS:**

Sir Craig Mackey	Interim Chair, CNPA	[REDACTED]
Andrew Harvey	Independent Member	[REDACTED]
Chris Pilgrim	Independent Member	[REDACTED]
Jerry Haller	Industry Member, EDF	[REDACTED]
Mark Rouse	Industry Representative Member, DSRL	[REDACTED]
Pamela Duerden	Industry Representative Member, NDA	[REDACTED]
Sue Scane	Independent Member	[REDACTED]

**In ATTENDANCE:**

CC Simon Chesterman	Chief Constable/Chief Executive	[REDACTED]
T/DCC Louise Harrison	Temporary Deputy Chief Constable	[REDACTED]
[REDACTED]	Temporary Assistant Chief Constable	[REDACTED]
[REDACTED]	Temporary Assistant Chief Constable	[REDACTED]
Richard Cawdron	Director, Governance and Enabling Services	[REDACTED]
Richard Saunders	Director of People & Organisational Development	[REDACTED]
[REDACTED]	Chief Finance Officer	[REDACTED]
[REDACTED]	Head of Governance & Assurance	[REDACTED]
[REDACTED]	Supt, Chief of Staff, Executive Office	[REDACTED]
[REDACTED]	Head of Engagement & Communications	[REDACTED]
[REDACTED]	Board & Committee Secretary	[REDACTED]
[REDACTED]	Board & Committee Manager	[REDACTED]

**OBSERVER:**

[REDACTED]	Director, Nuclear Protection, BEIS	[REDACTED]
[REDACTED]	BEIS	[REDACTED]

**APOLOGIES from attendee(s):**

DCC Stephen Martin	Deputy Chief Constable	[REDACTED]
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**CIVIL NUCLEAR POLICE AUTHORITY (CNPA) MEMBERS ONLY SESSION**

There was no CNPA Members Only Session that took place prior to the CNPA Board meeting.

**1. 1.1 WELCOME & CHAIR'S UPDATE (Sir Craig Mackey)**

Sir Craig Mackey (CM) welcomed those that attended in person & those that had joined remotely. He welcomed [REDACTED], Director of BEIS who was observing the meeting.

**1.2 APOLOGIES**

Apologies for absences as indicated above.

No conflicts of interest were declared.

## Document Reference: Agenda

CM circulated a briefing to the Members regarding key updates prior to this Board and asked if there was anything that Members wanted to raise at this point of the meeting. No queries were raised.

CM invited [REDACTED] who provided a BEIS update.

The following points were raised:

- The publication of the Energy Security Strategy was published at the start of April.
  - [REDACTED]
- [REDACTED]
- Energy Bill is within this Parliamentary Session, the Bill had not been officially published, there was no mention at this stage regarding clauses related to CNC. This would be covered post publication.
  - [REDACTED] sent a formal letter to the CNPA Chair regarding objectives and priorities and this would be an annual event from now on and would be shared more widely. This would emphasise the importance BEIS attach to efficiency and effectiveness of delivery alongside culture.
  - [REDACTED]

[REDACTED]

[illegible]

CM thanked [REDACTED] and those in the meeting for the work involved in trying to change the Energy Act. [REDACTED] mentioned that CNC may have to be prepared for further work to come whilst this is going through Parliament.

No further comments or questions were raised.

**3. APPROVAL OF MINUTES OF MEETING HELD ON 30 March 2022** (Sir Craig Mackey)  
Document Reference: PAB(22)R048

The Chair asked Members if they were content that the draft minutes of the CNPA Board Meeting that were held on 30 March 2022 and if they represented an accurate record of the meeting.

No comments or amendments were raised.

**DECISION:**

The draft minutes of the CNPA Board Meeting held on 30 March 2022 were **APPROVED** as an accurate record of the meeting.

**4. REVIEW OF CNPA ROLLING ACTION LOG** (Chair)  
Document Reference: PAB(22)R49

The Chair asked if there were any comments, questions or any actions omitted from the Action Log.

[REDACTED]

**PAB300322-03** SC spoke of performance metrics which were getting more sophisticated, however there was still work to do on providing the Board with something clearer as to whether CNC were on track or essentially not delivering against the Annual Policing Plan. Work was taking place to bring something back to the Board for review very soon.

**PAB300322-09** [REDACTED] and [REDACTED] updated the Board that the requirement of RIDDOR reporting had changed and there was no requirement for CNC to be reporting COVID illnesses going forward. There would be a review to check if there were any clusters that could be identified that were retrospective, and if possible, submit a retrospective report if needed.

**PAB040322-01** The team had been in the process of growing together a consolidated action plan around culture that was essentially using all of the inputs and recommendations that had been identified so far. This will be presented to the People Committee for Scrutiny and support.

The Board were content to discharge all of the 'Proposed Closed' actions

**DECISION:** Members **APPROVED** the closure of the actions that had been logged in the CNPA Rolling Action Log as "Proposed Closed".

## 5. CHIEF CONSTABLE/CHIEF EXECUTIVE'S REPORT (CC Simon Chesterman)

Document Reference: PAB(22)R50

The Chief Constable/Chief Executive's Report was submitted to update CNPA Board Members on the headlines of routine and new business at an "Official Sensitive" level since 30 March 2022

CC Simon Chesterman (CC SC) outlined the key headlines from his report:

- CC praised [REDACTED] and the team in terms of getting phase one of BPSS across the line which bodes well for Phase 2 which was now underway.
- In-depth work going on with regard to efficiency and its recognised that there were areas that CNC could improve upon. Work was taking place to benchmark CNC against other organisations.
- [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED].
- CNC had received some positive attention in regard to the Gender Responsive Policing Strategy as it was attracting some positive interest. The Head of the Police Integrity Unit and the Home Office had asked to look at it from a best practice perspective.
- The Northern Awards ceremony was taking place that evening, which involved celebrating long service medals and commendations for outstanding work.

The Chair asked if there were any questions or comments. [REDACTED] asked if there was anything that the Authority should be concerned with regarding the operational challenge with the Regulator. SC was content that it was being dealt with satisfactorily.

[REDACTED] also added the Deputy Director for US Non-proliferation released a press statement and highlighted that the National Nuclear Services and the CNC (Seg Team) played an integral part of removing weapons i.e. usable uranium from general circulation, thus making locations and communities much safer.

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

No further comments and questions were put forward.

### DECISION:

Members **NOTED** the Chief Constable/Chief Executive's Report.

## 6. ITEMS FOR DECISION

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

[REDACTED]

[REDACTED]  
[REDACTED]

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- [REDACTED]

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- § 87(2)(b) [REDACTED]

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- [illegible]

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- [REDACTED]  
[REDACTED]  
[REDACTED]  
■ [REDACTED]  
[REDACTED]

[illegible]

## Document Reference: PAB(22)R52

The purpose of this paper was to consider the annual review of the CNPA Terms of Reference

(ToR) for the CNPA People Committee. The annual review of the ToRs satisfies the practice of good governance as well as the expectations and requirements laid out in the BEIS/CNPA Framework.

Members were invited to The CNPA are invited to:

- i. **NOTE** the update.
- ii. **APPROVE** the proposed Terms of Reference for the People Committee.

██████████ introduced the report and highlighted that the ToR for this particular committee was still applicable and had not changed, except for moving the meeting to a quarterly cycle and slightly changing the approach of the committee. The idea would be for it to be a more discursive critical friend type role for the Chair going forward. It did not warrant regular meetings but could really benefit from much more detailed discussions and guidance. Some development work is to be done around the agenda over the next couple of weeks to examine priorities going forward. ██████████ and ██████████ concurred with this and stated that its focus was making it more strategic and the reports more simplified. ██████████ added that he was supportive of the changes being made to the committee and added that when there were updated policies or ToR's being sent to Members it would be really helpful if they were 'tracked changes' within the document to better understand what had changed, which would save time. ██████████ also mentioned that the new dates were now problematic for him, which may need further discussions as they may affect quoracy compliance.

The Chair asked if there were any questions or comments.

No further comments or questions were raised

#### **DECISION:**

- i. Members **NOTED** the update.
- ii. Members **APPROVED** the proposed Terms of Reference for the People Committee.

### **6.3 Protected Disclosure (Whistle Blowing) Policy (Richard Saunders)**

Document Reference: PAB(22)R53

This report was submitted to present to the CNPA the updated Protected Disclosure (Whistle Blowing) Policy, which was approved at the ARFC in April 2022 and seeks endorsement from the CNPA Board following the annual periodic review process.

Members were invited to: Approve the Protected Disclosure (Whistle Blowing) Policy attached at Appendix 1 for publication.

RS introduced the report. The Chair asked if there were any comments or questions.

██████████ raised that she felt that policies of this kind (people related policies) should sit with the People Committee and not ARFC and for this to be reviewed again in the future. It had been discussed and approved at both committees. ██████████ highlighted that the policy seemed to lack detail about how to whistle-blow on aspects surrounding culture. RS spoke about there being other mechanisms for staff to use as well as this policy. SC and ██████████ offered that when producing the comms for this policy that it gives greater emphasis on the key mechanisms available to staff.

**Action 02** RS and ██████████ to ensure there is effective comms around the other mechanisms staff could use alongside the Protected Disclosure (Whistle Blowing) Policy.

No further comments or questions were raised.

#### **DECISION:**

Members **APPROVED** the Protected Disclosure (Whistle Blowing) Policy attached at Appendix 1 for publication.

### **6.4 Corporate & Financial Scheme of Delegation: Annual Review ██████████)**

Document Reference: PAB(22)R55

This report was submitted to outline the Financial and Corporate Scheme of Delegation [The Scheme] was approved in January 2021 by CNPA and is required to be updated at least annually following review by ARFC.

This version (V1.2) contained updates and clarifications from the original V1.1 following scrutiny by the ARFC Meeting held 28<sup>th</sup> April 2022.

Members were invited to

- i. NOTE the amendments (highlighted in red) and additional paragraph relating to the Cultural Review. (Page 9 and 13 of the attachment).
- ii. Accept the recommendation from the ARFC TO ENDORSE the Financial and Corporate Scheme of Delegation for publication and application.

RS introduced the report and highlighted that this report was a routine refresh and had been discussed at the most recent ARFC, who were supportive of the updates. There was a minor amendment to add in which was related to cyber (pg16), which had been done. The other amendments were also highlighted in red (mainly on pages 9 & 13). ■■■ added that the paper laid out the approval and decision-making requirements of the CNPA and CNC and gave reference to what governance body matters needed to be taken, in order to be in line with good practice. It also supported the obligations that extend to HM Treasury and Cabinet Office as well.

■■■ concurred with ■■■ overview and felt content to recommend this to the Board. ■■■ raised that there were a few references to the MOU, which had now been exceeded by the framework agreement, so there would need to be a few minor amendments made.

The Chair asked if there were any comments or questions. No further comments or questions were raised.

## DECISION:

Members:

- i. **NOTED** the amendments (highlighted in red) and additional paragraph relating to the Cultural Review. (Page 9 and 13 of the attachment).
- ii. **ACCEPTED** the recommendation from the ARFC and **ENDORSED** the Financial and Corporate Scheme of Delegation for publication and application.

## 6.5 Annual Report and Accounts 2021-22: DRAFT Governance Statement ■■■

Document Reference: PAB(22)R56

The purpose of this paper was to present CNPA's draft Governance Statement 2021/22. The Governance Statement forms part of the 2021/22 Annual Report and Accounts and will be audited by the National Audit Office (NAO).

Members were invited to:

- i. NOTE the amendments (highlighted in red) and additional paragraph relating to the Cultural Review. (Page 9 and 13 of attachment).
- ii. Accept the recommendation from the ARFC TO ENDORSE the Governance Statement for inclusion in the 2021/22 Annual Report and Accounts.

■■■ introduced the report and stated that this paper had minor changes made and it had been covered in the previous days' ARFC's meeting although there had not been an opportunity to make those changes from the AFRC meeting in time for this meeting. ■■■ spoke about being very thorough with the read through session and some sections needed to be more positive because of the good work that had taken place. ■■■ spoke about the report being re-circulated in advance of the final version being approved. ■■■ asked if there were any non-ARFC members that had not yet reviewed it, could they now take a look at the report and provide their comments to ■■■ as soon as possible.

**Action 03** Any non-ARFC members that had not yet reviewed the DRAFT Governance Statement could they now take a look at the report and provide their comments to ■■■ as soon as possible.





[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[illegible]

## 7.1 Business Efficiency: Progress Update (Richard Cawdron)

Document Reference: PAB(22)R57

The purpose of this report was for CNPA Board Members to note the agreement of the Executive to support embedding a structure to review potential efficiency gains and cost savings while maintaining the effective discharge of CNC's operational commitments.

Members were invited to:

- Note the agreement made at an Executive session on 5 May 2022 to support the approach recommended in this report, including constituting the Efficiency Working Group and setting up the first two workstreams.

RC introduced the report and stated that discussions had taken place with the new DCC and ideas have been generated around how CNC should move forward. There would be a working group to drive this led by staff from different departments. The DCC was looking for operational staff to join this group as well. The first initial meeting was due to take place on 30th May to start to look at how this group specifically take these reviews forward and start to put in timelines. There had been some benchmarking carried out already and CNC would continue with this. It had been suggested having Members involvement in the reviews would be an asset to stress test what was being done and the approach being applied. RC felt that [REDACTED] would be an asset because of her ARFC background. [REDACTED] had also offered to be a critical friend at no extra

cost.

The Chair opened the item up for comments and questions. ■ asked about the prioritisation exercise that was mentioned in March's Board and whether these were different. RC confirmed that they were at this point in time, the products of the prioritization review would be presented to the Executive Team next week, he anticipated there would be some crossovers that need further discussion. CM asked if ■ was willing to support this review which she was happy to do and ■ volunteered to assist as well. Other Members would flex and step in and support this as well.

No further comments or questions were raised.

**Action 05** ■ and ■ to join the working group and be provided with details pertaining to meetings and expectations.

#### **DECISION:**

Members **NOTED** the agreement made at an Executive session on 5 May 2022 to support the approach recommended in the report, including constituting the Efficiency Working Group and setting up the first two workstreams.

### **7.2 BPSS Programme: Progress Report and Phase (2) Work Programme Update ■**

Document Reference: PAB(22)R58

This report was submitted to provide the Board with an update on the work completed under Phase 1 of the BPSS Programme, and what was intended for Phase 2.

Members were invited to note the contents of this report.

■ introduced the report, and the Chair opened the item up for comments and questions.

■ asked as to how the next phase was going and ■ responded that it was going well. Discovery workshops were complete and now it was into the early phase of the user acceptance testing. There was a steady flow of change requests albeit not as significant as the ones in phase one, and everything was on target. There was a particularly important deadline coming up which was the recruitment element of Oracle (securing fusion data by September). CNC do not want to be in a position to have to extend the contract if possible. ■ asked if there were any issues with the recruitment gaps and ■ informed everyone that there were 1 or 2 team members down. The main role which appeared to be a challenge was the human management role other than that everything is going well. ■ asked whether there was any connection between CNC's efficiency program and some of the ongoing recruitment activities and whether any or all of those roles need to be filled in the context of financial challenge. ■ responded that they were required as they were roles that were not available in-house.

No further comments or questions were raised.

#### **DECISION:**

Members **NOTED** the contents of this report.

### **Vetting and Counter Corruption HMICFRS thematic Inspection- overview debrief findings and recommendations (T/DCC Louise Harrison)**

Document Reference: PAB(22)R58a

This report was submitted to provide the Board with an update of the recent HMICFRS vetting inspection and our supporting action plan.

Members were invited to note the content of this report.

T/DCC Louise Harrison (LH) introduced the report and explained that the HMIC inspection that took place in April was instigated by the Home Secretary to inspect vetting and counter

corruption processes in certain forces which had been prompted [REDACTED]. The Inspectorate also included a thematic focus on how it felt to be a female working for CNC. By the time the Inspectorate came to inspect the [REDACTED] cultural review was well underway which was timely. HMIC came for three weeks and visited a sites. There had some female only focus groups as well as some mixed groups and spoke to a wide range of staff, both officers and support staff, so it was wide reaching. It was anticipated that they would look at some areas where there were gaps but CNC were confident that a lot of remedial work had taken place in those areas, in particular with vetting. The verbal feedback provided was really pleasing in regard to what CNC had done to improve areas and the level of knowledge that the staff had around vetting. The only area that was raised as a concern were the self-imposed timelines of having in-house vetting in place. The Inspectorate thought it would probably be too tight; CNC would continue to use [REDACTED] until CNC had their own system up and running. The verbal feedback had been incorporated into an action plan. Actions were being tracked and progressed well, the only action that was likely to be a challenge was having the inhouse vetting by Autumn because of the difficulties of recruiting to those specialist roles. CNC were asked by the inspectorate what triggers were in place around the changes in circumstances that would mean re-vetting. A notifiable association policy has been produced to address this and would be circulated and implemented soon.

[REDACTED] queried whether this action plan is aligned with other plans (i.e. culture) as there was a high possibility of duplication possibly taking place. [REDACTED] responded that there would be cross over work in some areas. Where it is applicable, those actions would form part of the wider organisation's integrated plan. [REDACTED]

[REDACTED]. The focus therefore must not only be on vetting but also on managing the workforce, culture and leadership, which CNC were working hard to address. LH stated that from CNC's perspective the inspection was much more focussed on culture rather than vetting which other forces felt as well when asked about their inspection experience.

CM thanked the team for their efforts in regard to the inspection

No further comments or questions were raised.

#### **DECISION:**

Members **NOTED** the content of this report

## **8. STANDING ITEMS**

### **8.1 Balanced Scorecard Performance Report [REDACTED]**

Document Reference: PAB(22)R59

The purpose of this report was to report against the Corporate Balanced Scorecard for Performance across the CNC since the last reporting period and invite discussion and comments on any areas of underperformance.

The Members were invited to:

- i. Consider this report and the Balanced Scorecard at Appendix A and consider the reporting by exception at 3.3 where performance does not meet the expected target or is showing significant negative trends.
- ii. Note that the Scorecard is undergoing a detailed review identifies and refinement as part of the wider business planning and prioritisation process in terms of content and presentation to ensure its alignment to the Strategic Plan and that it meets the needs of the Executive and the CNPA.

[REDACTED] highlighted that the newly formed 'Risk and Performance Cluster' within the Governance & Assurance Department was now in operation and was actively reviewing all the metrics that were being collected and reported on. In collaboration with those recipients of the information, the idea would be to assess the value of the data being collected and whether those metrics were meaningful. By the July Board the plan would be to table a paper that gives the Board a chance to



#### 8.4 Operations Report [REDACTED]

Document Reference: PAB(22)R62

The purpose of this report was to provide CNPA Board Members with information in respect of CNC Operations.

The Board Members were invited to note the content of this report.

[REDACTED] asked the Board whether this new reporting format satisfied the Board's requirements. The chair commented that he found it really helpful to have the context of what is happening Operationally.

The Chair asked if there were any comments or questions. [REDACTED] spoke about being impressed with the range of activities that officers were willing to get involved with as well as maintaining the base operation performance.

No further comments and questions were raised.

**DECISION:** Members **NOTED** the content of this report.

#### 8.5 Project Portfolio Delivery Report (Richard Cawdron)

Document Reference PAB(22)R63

The purpose of this report was to provide CNPA Board Members with an update on those projects that are in active delivery in furtherance of the CNPA 2021/24 Strategy.

The CNPA are invited to note that responsibility for the Portfolio transferred to the G&ES Directorate on the 1st of April. The G&ES director chaired the Portfolio Delivery Group on the 12th of April.

The Board Members were invited to note the paper and the updates on the following Programmes/Projects:

i. BPSS

[REDACTED]  
[REDACTED]

iv. Police Staff Pay & Grading

RC introduced the report and the Chair asked if there were any comments or questions. [REDACTED] enquired about the Police staff pay and grading section as there were two issues that had arisen within this project (Prospect had paused the ballot process and BPSS requested a formal change process). [REDACTED] spoke about working with Prospect as they were reporting that there were concerns being raised by their team that certain tasks were possibly not directly related to the project implementation. [REDACTED] described working with Prospect to resolve what he felt were perceptual issues rather than actual issues and were now in a position to re-start the ballot again by the end of May. In regard to BPSS he spoke about the complexities of some of the technical elements, as such change requests going to the suppliers via the BPSS project based on the proposals for change within the pay grading review. CNC were waiting for a response from the suppliers to better understand the extent of the impact of the change to mitigate accordingly.

The Chair asked if there were any comments or questions. [REDACTED] raised that she was surprised that the red risks did not have any indications as to how those issues were going to be addressed or the impact of them being risks. [REDACTED] responded by stating there is a mitigation and that would be added into future reporting. [REDACTED] spoke about there being more detail about these risks in the ARFC and that challenge had already taken place.

**Action 07** ■ to ensure that any 'red risks' related to his Directorate/remit had both mitigation to address risks and evidence of the impact of those risks.

No further comments and questions were raised.

**DECISION:** Members **NOTED** the updates the paper and the updates on those projects that are in active delivery in furtherance of the CNPA 2021/24 Strategy

## **8.6 Strategic Risks and Emerging Risks Report and Opportunities Register** ■

■ Document Reference PAB(22)R64

The purpose of this report was to provide an update to the CNPA on the risk management arrangements, and the assurances around the Strategic and Goal Risks, and the Armed Policing Strategic Threat Risk Assessment (APSTRA) risks since the last reporting period (7 January 2022)

Members were invited to:

- i. Note the report and risk management arrangements
- ii. Note risk review updates in Appendix A (strategic and goal risks) and Appendix B APSTRA risks, with further details at Appendix C for the red APSTRA risks.

■ introduced the report and stated that there were not any areas of significant concern to report or escalate. The overall risk profile was an improving picture with fewer red risks and no overdue actions to report. There was a full review of risk ownership in progress following the Executive Group restructure, which ■ team were currently going through. ■ added that the goal risks continued to reflect the goals in the strategic plan and the wider strategic risks were being discussed individually with the risk owners. The team were going through a process of making sure things are aligned better.

The Chair asked if there were any comments/questions. ■ spoke about there had been a detailed briefing on the red APSTRA risks to the members of the ARFC and appropriate challenge had taken place covering realistic targets and mitigation. ■ asked whether the risk register reflects the economic situation in the public sector. ■ stated that now that a lot of the enabling services have been consolidated, she intends to review the relevance and the pertinence of some of those risks and how they relate to external factors.

No further comments and questions were raised

### **DECISION:**

Members

- i. **NOTED** the report and risk management arrangements
- iii. **NOTED** risk review updates in Appendix A (strategic and goal risks) and Appendix B APSTRA risks, with further details at Appendix C for the red APSTRA risks.

## **9. ITEMS FOR READING**

### **9.1 AUDIT, RISK AND FINANCE COMMITTEE (ARFC) (Sue Scane)**

#### **9.1.1 Chair's Report of ARFC Meeting held on 28 April 2022**

Document Reference: PAB(22)R65

No comments or questions raised in respect of the April 2022 ARFC draft minutes

#### **9.1.2 Draft Minutes of ARFC Meeting held on 28 April 2022 (Sue Scane)**

Document Reference: PAB(22)R66

No comments or questions raised in respect of the April 2022 ARFC draft minutes



### 9.1.3 Chair's Verbal Report of ARFC Scrutiny Panel Meeting held on 24 May 2022

Document Reference: Verbal Briefing

The Chair asked [REDACTED] if she wished to bring any items to the attention of the CNPA Board. [REDACTED] responded by commenting that there was a lot of challenge that took place in particular with IT and Cyber. Issues were covered off in that AFRC and in May's ARFC.

No further questions or comments were raised

## 9.2 PEOPLE COMMITTEE (Chris Pilgrim)

### 9.2.1 Chair's Report of People Committee Meetings (Chris Pilgrim)

Document Reference: Verbal Briefing

CP stated that himself and [REDACTED] had spent time evolving the nature of the People Committee, which would be shared in due course.

No questions or comments were raised.

## 9.3 Draft Annual Report and Accounts 2021-22 ([REDACTED])

Document Reference: PAB(22)R69

[REDACTED]  
[REDACTED]  
[REDACTED]  
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[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]  
[REDACTED]

## 9.4 CNPA Board Decision Log

Document Reference: PAB(22)R70

No questions or comments were raised on the CNPA Board Decision Log.

## ANY OTHER BUSINESS

10.

### 10.1 July 2022 CNPA Board Meeting arrangements (Chair)

Document Reference: Verbal Briefing

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

CM confirmed that the July Board would be at [REDACTED] and then to go [REDACTED] in September which [REDACTED] offered to host.

## 10.2 CNPA BOARD SELF-ASSESSMENT (Chair)

Document Reference: Verbal Briefing

The Chair asked everyone for their thoughts about the quality of the meeting. CM thanked those that regularly send them in their feedback forms.

CM spoke of an email that had been circulated from the Staff Association requesting to observe some of the future Board meetings. There was an overall consensus within the meeting that this would be a very positive move which could only help with partnership working. SC suggested that they join twice yearly and parameters were put in place for sections of the meeting where the Staff Association would need to leave the meeting if required. SC also added for the Executive to note that the Staff Association could also want to join CMG. [REDACTED] asked whether other stakeholders would feel aggrieved about not being invited to the Board meetings. CM spoke of there being other mechanisms for this group to consider dealing with that potential issue such as an Annual Board where all stakeholders could potentially be invited.

**Action 08** CM and SC to respond to the Staff Association about attending the Board on a twice-yearly basis and to give further thought with regard to the wider engagement of stakeholders attending the Board.

No other comments were raised.

The Chair thanked everyone for their input into the meeting that day.

**Meeting concluded at approximately 12.15 hrs.**

<b>Distribution:</b> CNPA Board Members, CNC Executive
<b>Next Meeting Date:</b> 27 July 2022 CNPA Board Meeting at 10.00 hrs ([REDACTED])