

PROTECT



MINUTES

NATIONAL POLICE AIR SERVICE (NPAS) NATIONAL STRATEGIC BOARD (MEETING NUMBER 16)

16 June 2016

PRESENT

NAME	REPRESENTING
PCC Mark Burns-Williamson OBE (MBW) Chair	Police and Crime Commissioner for West Yorkshire police – Lead Local Policing Body
D/CC John Robins (JR) – representing T/CC Dee Collins	West Yorkshire Police – Deputy Chief Constable
Fraser Sampson (FS)	Chief Executive & Solicitor – Office of Police and Crime Commissioner for West Yorkshire
T/Ch.Supt Tyron Joyce (TJ)	Chief Operating Officer
Ollie Dismore (OD)	NPAS Director of Operations
Andy Bell (AB)	Deputy CFOA CBRNE Lead – London Fire Brigade
Ron Dobson (RD)	London Fire Commissioner - London Fire Brigade
Mark Reeves (MRe)	Temporary Director of Finance & Business Support - West Yorkshire Police
Janine Nelson (JN)	Solicitor, Legal Services, West Yorkshire Police
PCC Barry Coppinger (BC) (by phone)	Police and Crime Commissioner for Cleveland - North East Region
CC Simon Byrne QPM (SB) (by phone)	National Police Chief's Council (NPCC) Aviation Lead
Emma Smithies (ES)	Inspector – Cheshire Police – North West Region
Claire Miles (CM)	Staff Officer to CC Simon Byrne – Cheshire Police – North West Region
ACC Rob Nixon (RN) (on behalf of Neil Rhodes) (by phone)	Leicestershire Police – Central Region
Cmdr. Matt Twist (MT) (by phone)	Metropolitan Police Service – London Region
ACC Darren Davies (DD) (by phone)	MPS – Director CT Change, National Counter Terrorism

PROTECT

Samantha Richardson (SR) (by phone)	MOPAC – Mayors Office for Police and Crime
T/Chief Supt Simon Hawkins (SH) representing ACC Sarah Hamlin (by phone)	Hertfordshire Police - South East Region
Jan Blomfield representing CC Suzette Davenport (JB) (by phone)	Gloucestershire Police - South West Region
Jonathan Scanlan (JS) (by phone)	Home Office – Workforce and Capability Unit
Jenny Walker (JN)	NPAS Marketing & Communications Manager
Melanie Jaundziekars (MJ)	NPAS Support Officer

APOLOGIES

NAME	REPRESENTING
T/CC Dee Collins QPM (DC)	West Yorkshire Police – Lead Local Chief Constable
Susan Carte (SC)	NPAS Business Development Manager
PCC Anthony Stansfeld (AS)	Police and Crime Commissioner for Thames Valley - South East Region
CC David Jones (DJ)	South Yorkshire Police – North East Region
ACC Sarah Hamlin (SH)	Norfolk Police – South East Region
Katherine Johnson (KJ)	Treasurer – West Yorkshire Office of Police and Crime Commissioner
CC Mark Polin QPM (MP)	North Wales Police – North West Region
CC Neil Rhodes (NR)	Lincolnshire Police – Central Region
Rachel Watson (RW)	Home Office – Head of Police Workforce and Capability Unit

The Chair, PCC Mark Burns-Williamson (MBW) opened the meeting and invited introductions from those in the room and dialling in on the conference call facility.

1. APOLOGIES

Noted and recorded. MBW stated that following the recent Police and Crime Commissioner elections Board members were aware that Ron Ball would be standing down and that John Dwyer (Cheshire) and Christopher Salmon (Dyfed-Powys) had not been re-elected. MBW confirmed he had been in contact with them following the election and had expressed his thanks for their contribution to the NPAS Board. MBW stated that NPAS are in the process of identifying new Board members who would be determined by each of the regions and by the next meeting in September NPAS should have full representation from the regions. PCC Anthony Stansfeld (South East region) and PCC Barry Coppinger (North East region) had both stated they wished to continue as Board members.

PROTECT

Fraser Sampson (FS) reiterated the process for nominating Board members as set out in correspondence from the Chair and advised that the Board relied upon regions to select their regional representative and to notify the Board through the Chair, Mark Burns-Williamson. MBW would then be in a position to notify the APCC at their annual general meeting on 21 July 2016.

Jon Scanlon (JS) raised the question whether this would leave Board members at the meeting unable to make decisions. MBW stated that the Board was empowered to make decisions under the terms of the s22 agreement but this would need to be amended to require a quorum.. FS stated there was no specification in the current s22 for quoracy and as long as a Board member was present and the agenda item did not not fall foul of the budgetary provisions that would suffice. MBW confirmed that this issue would be addressed within the revision process of the s22.

MBW stated that on behalf of Board members he wished to place on record his thanks to Chief Supt Ian Whitehouse (IW) who had been the NPAS Accountable Manager and had played a very significant role for which NPAS were indebted. John Robins (JR) stated that IW had announced his retirement at the previous Board and had retired from the police service. JR expressed his thanks for IW's enthusiasm and dedication which at times had been a very challenging role and wished him all the best for the future. MBW confirmed that T/Ch.Supt Tyron Joyce had taken over as the Chief Operating Officer and would assume the daily responsibility for service delivery on a daily basis.

2. DECLARATIONS OF INTEREST

No interests were declared.

3. MINUTES OF MEETING HELD 10 MARCH 2016

Minutes were agreed and passed as an accurate record.

4. ACTIONS

All actions discharged. MBW stated that Humberside had been the only outstanding police body to join NPAS and their joining had now been confirmed by Matthew Grove, the previous PCC for Humberside along with Keith Hunter the newly elected Police and Crime Commissioner. MBW stated this was good news and thanked everyone for their hard work resulting in the completion of Phase 1.

5. BUDGET MONITORING REPORT

Mark Reeves (MR) updated Board members on the year end position for NPAS as at 31 March 2016. Revenue had delivered early savings of £1.67m and the capital programme had spent £9.670m. MR stated that pay was an area where during transition there had been a number of vacancies and turnover of staff had been slightly higher than anticipated when the budget was set. The largest saving related to aviation fuel, the price of which had been extremely low for this financial year. MR explained that the biggest area of overspend was in capital spare parts due to this being a difficult area to forecast as until aircraft are in for maintenance and stripped down it is unknown what parts would be required. OD advised that with regard to spare parts NPAS had taken the opportunity to bring forward some of the purchases which would show a positive result this financial year. The base development at Doncaster which is part of the fixed wing project, had also taken longer than anticipated.

The Board noted the outturn position of both revenue and capital as at 31 March 2016.

MR suggested holding the early savings in reserve until transition was complete as there would be some additional costs that would be incurred.

Jan Blomfield (JB) stated that CC Suzette Davenport had wanted to support the view that NPAS retain the early savings as there could be a requirement to purchase cockpit voice recorders. As fuel prices tend to be volatile SD had expressed a desire not to redistribute savings back to forces at this time and to retain the early savings.

JS questioned whether NPAS had received confirmation from the Home Office regarding the capital grant. MR stated he was not sighted on this and JS stated that the figure within the Police Funding Settlement for NPAS capital was £16.5m. JS confirmed that a draft grant agreement letter would be issued during the course of the next few weeks.

MR confirmed that the set savings projectory at 14% is on track and savings had been delivered of 7.6% and financially the trajectory is ahead of what was first anticipated.

6. FIXED WING UPDATE

Ollie Dismore (OD) confirmed that the fixed wing aircraft was now at Airbourne Technologies (ABT) in Austria and had been issued with full EASA Form 52 which demonstrates the aircraft meets its certificated performance and is in a condition for safe operation. OD stated that the aircraft had arrived one week later than intended on ABT's timeline but ABT are confident that this is recoverable and will be on track for delivery towards the end of this year. OD stated that the flight into known icing (FIKI) program remained on target but concern had been raised regarding the de-icing boots on the leading edge of the wing which may need to be extended, however this should not affect achieving the certification. OD stated the aircraft flew back in formation with

PROTECT

ABT's own aircraft and exceeded the performance with a side by side comparison of the two aircraft.

The Board noted the update.

7. DONCASTER FIXED WING BASE UPDATE

OD informed Board members that there had been an uplift in the projected cost of the build for the fixed wing base at Doncaster from £2.7m to £2.8m. This was due to two reasons:- (1) the airport requested NPAS to change plots to maximise the potential of nearby land (2) when NPAS first scoped the size of the hangar NPAS did not envisage doing the heavy maintenance on site which enables control over the operation, development and use of aircraft. OD stated that the money was in the budget and was absorbable within the overall budget. TJ emphasised that the budget had already been assigned and this was purely an update from the NPAS operational team to state NPAS are heading in the right direction and there was no financial decision to be made.

At this point MBW and JR had to vacate the meeting due to an urgent operational issue. FS continued to chair the meeting.

8. UPDATE FROM NPCC AVIATION LEAD

CC Simon Byrne (SB) stated that with regard to the innovation fund, governance had been established and a programme board had met and agreed timescales to review the capacity and capabilities across blue light services. SB stated the Independent Assurance Group (IAG) had reconvened and were developing relationships between user needs and NPAS.

9. REVIEW OF THE FIRE & RESCUE SERVICE (FRS) USER REQUIREMENT FOR AIR SUPPORT

TJ updated the Board on progress following the review of the FRS list of tactical requirements. TJ stated that AB and TJ had developed the user requirement which showed NPAS' current capacity to deliver against a full fire and rescue requirement from the transport of detection, identification and monitoring officers through to the potential for lifting heavy or specialist equipment. TJ stated that the paper reflected a step forward now that there is a draft MOU between NPAS and FRS. London Fire Brigade had agreed to operate as the "lead brigade" in terms of charging nationally for any fire and rescue service once approved by the Board. TJ and AB were working on the indicative usage of the fleet that NPAS currently have and hoped to bring back to the Board examples of mapping to show the likely impact on the delivery of general policing aviation. TJ stated that at this stage the PCC Working Group were yet to define the charging mechanism for anyone sitting outside the s22.

TJ requested that the Working Group reconvene once the Board had full PCC support and that the Board note the draft MOU.

PROTECT

Ron Dobson (RD) thanked NPAS for the support to date and looked forward to continuing working with NPAS to develop the user requirement.

SB stated that now would be the time to look at repositioning the s22 agreement so that FRS could join NPAS. TJ highlighted that within the current s22 there was a requirement for a review after Phase 1 was complete and work had already begun. JN stated there was no reason under the Police Act 1996 as to why the FRS could not be part of the s22.

FS reminded Board members of the sensitive nature of the paper and the handling of it.

[CAN WE STATE WHAT THE BOARD AGREED HERE PLEASE AS THE PAPERS WERE DIFFERENT]

10. AMENDMENTS TO s22 COLLABORATION AGREEMENT

Janine Nelson (JN) stated that the replacement and additional schedules had been circulated in advance and to date JN had not received any response or comments.

The Board agreed that the replacement and additional Schedules as drafted should be incorporated into the s22 collaboration agreement with immediate effect.

11. NPAS SECONDMENT POLICY

TJ stated that as NPAS neared conclusion of Phase 1 there was an opportunity to develop a national agreement that provided a consistent approach to the secondment of police officers. Delivery of this agreement would reduce unnecessary costs, providing NPAS with the opportunity to safeguard service delivery. TJ stated that the cost of training and equipping each officer was approx. £17k. TJ suggested a minimum tenure policy be put in place of 5 years subject to review under extenuating circumstances which would give NPAS the balance to plan for business delivery. TJ stated a paper would be produced and presented to the NPCC Operations Co-ordinating Committee and National Police Chiefs' Council to seek ratification.

AB raised the question whether TFO's had to be warranted officers to which OD stated that they do not and that NPAS had a number of police staff TFO's. A discussion took place and it was felt that 5 years was a long time for a secondment. TJ stated that the general minimum tenure for regional surveillance and firearms teams was 5 years. FS stated that the ability to impose such a secondment for police officers was very different from any arrangement purporting to impose such a limit on contracted employees and this would need to be discussed further.

PROTECT

JB suggested that NPAS had a diversity/quality impact assessment regarding the gender assessment, in particular women who may want a career break to have a family. TJ stated that NPAS had taken legal advice on this aspect and did not want to undermine the opportunity for female staff to join NPAS, which also supported positive planning.

The Board endorsed the contents of the paper and supported presentation of the paper via CC Simon Byrne to the NPCC Operations Co-ordinating Committee and an equality impact assessment.

Action 16.1 – TJ to produce a paper on behalf of CC Simon Byrne to present at the NPCC Operations Co-ordinating Committee.

12. HUMBERSIDE UPDATE

JN confirmed that Humberside Police had now signed the s22 collaboration agreement and would be joining NPAS on 27 September without a base or an aircraft. FS noted the hard work and diplomacy in securing the signing of the agreement which now signalled the end of Phase 1 and would trigger a review of the current s22 agreement.

13. LETTER FROM DERBYSHIRE CONSTABULARY - CHARGES

TJ stated that a letter had been received from Derbyshire Constabulary which summarised Derbyshire's overall support for the direction of travel but raised concerns around the future cost of air support to Derbyshire Constabulary. TJ highlighted that the balanced scorecard provides detailed breakdown of usage of air support. TJ stated the only area not addressed in their letter was the belief that existing transitional arrangements needed to continue for longer than the first year.

Board members were happy with the response that had been provided to Derbyshire Constabulary and felt this answered the points raised.

14. ANY OTHER BUSINESS

No AOB raised.

**Date and time of next meeting – 14 September 2016 - 1.00pm – 4.00pm
Carr Gate, Bradford Road, Wakefield, WF2 0QD.**