**MINUTES**

**NATIONAL POLICE AIR SERVICE (NPAS)**

**NATIONAL STRATEGIC BOARD (MEETING NUMBER 56)**

**21 September 2023 – via Teams**

**PRESENT**

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| **NAME** | **REPRESENTING** |
| PCC Lisa Townsend (LT) – Chair  | Police and Crime Commissioner for Surrey – South East Region  |
| CC Jason Hogg (JH) | Chief Constable Thames Valley Police – South East Region  |
| PCC Jonathan Evison (JE)  | Police and Crime Commissioner for Humberside - North East Region |
| CC Jo Farrell (JF) | Chief Constable Durham Police – North East Region  |
| David McNeilage (DM) on behalf of PCC John Dwyer  | Deputy Police and Crime Commissioner for Cheshire – North West Region |
| CC Mark Roberts (MR) | Chief Constable Cheshire Police – North West Region  |
| Philip Clark (PC) on behalf of PCC Marc Jones  | Deputy Police and Crime Commissioner for Lincolnshire – East Midlands Region  |
| CC Rachel Swann QPM (RS) | Chief Constable for Nottinghamshire Police – East Midlands Region  |
| PFCC Ben Adams (BA) | Police Fire & Rescue and Crime Commissioner for Staffordshire Police - West Midlands Region |
| Chief Inspector Darren Webster (DW) on behalf of CC Debbie Tedds  | Warwickshire Police – West Midlands Region  |
| Ian Dalgarno (ID) on behalf of PCC Festus Akinbusoye  | Deputy Police and Crime Commissioner for Bedfordshire Police – Eastern Region  |
| CC Ben Julian-Harrington QPM (BJH) | Chief Constable for Essex Police – Eastern Region  |
| Robin Merrett (RM) | Mayor’s Office for Police & Crime (MOPAC)  |
| DAC Laurence Taylor (LTa) | Metropolitan Police Service – London Region & Chair of NPAS IAGNPCC Drones Lead |
| PCC Philip Wilkinson (PW)  | Police and Crime Commissioner for Wiltshire Police – South West Region |
| CC Catherine Roper (CR)  | Chief Constable for Wiltshire Police – South West Region  |
| CC Pam Kelly (PK) | Chief Constable Gwent Police - Wales Region  |
| Alison Lowe OBE (AL)  | Deputy Mayor for Police and Crime West Yorkshire Combined Authority (WYCA)  |
| CC John Robins QPM DL (JR) | Chief Constable - West Yorkshire Police – Police Air Operations Certificate Holder (PAOC) |
| Monique Wrench (MW) | National Police Capabilities Unit - Home Office |
| Ashleigh Taylor (AT) | Police Aviation Lead - Home Office  |
| Colleen Rattigan (CR) | Head of Strategy & Innovation Northamptonshire Police – East Midlands Region  |
| Katherine Johnson (KJ) | Assistant Chief Officer – Business Operations West Yorkshire Police  |
| Mark Reeves (MR) | Finance and Commercial Services Director – West Yorkshire Police  |
| Rod Brown (RBr) | Programme Director Transition Programme Board  |
| Lianne Deeming (LD)  | Chief Executive, BlueLight Commercial  |
| Glenn Shelley (GS)  | NPAS Head of Business Services  |
| James Cunningham (JC) | NPAS Head of Aviation Safety |
| Steph McKenzie (SM) | NPAS Head of Technical Services  |
| Lisa Fleming (LF)  | NPAS Communications Lead  |
| Ian McGibbon (IM) | Regional Policy Officer - Staffordshire OPCC – West Midlands Region  |
| Herval Almenoar-Webster (HAW) | National Policy Officer –OPCC Surrey  |
| Rebecca Brookes (RBr) | Head of Legal & Governance Services – West Yorkshire Combined Authority (WYCA) |
| Caroline Fleming (CF)  | Commercial Lawyer, West Yorkshire Police Legal Services |
| Simon Efford (SE) | APCC Secretariat |
| Melanie Jaundziekars (MJa) | NPAS Office Manager  |

**APOLOGIES**

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| --- | --- |
| **NAME** | **REPRESENTING** |
| PCC John Dwyer (JD) | Police and Crime Commissioner for Cheshire – North West Region  |
| CC Nick Adderley (NA) | Chief Constable Northamptonshire Police & NPCC Aviation Lead – East Midlands Region  |
| Chief Superintendent Vicki White (VW)  | NPAS Chief Operating Officer/Accountable Manager |
| Aphra Brannan (AB) | National Police Capabilities Unit - Home Office |
| CC Debbie Tedds (DT) | Chief Constable Warwickshire Police – West Midlands Region  |
| PCC Dafydd Llywelyn (DL)  | Police and Crime Commissioner for Dyfed-Powys Police – Wales Region  |
| PCC Marc Jones (MJ)  | Police and Crime Commissioner for Lincolnshire Police – East Midlands Region |
| PCC Festus Akinbusoye (FA) | Police and Crime Commissioner for Bedfordshire Police – Eastern Region  |

PCC Lisa Townsend (LT) opened the meeting and welcomed everyone joining via Teams.

1. **ATTENDANCE AND APOLOGIES**

Apologies were noted and recorded.

1. **DECLARATIONS OF INTEREST**

Alison Lowe (AL) raised that she sits on the Board of Directors of BLC.

1. **MINUTES OF MEETING HELD ON 14 JUNE AND 22 JUNE 2023**

Minutes were agreed as an accurate record.

1. **ACTIONS**

All actions were discharged.

1. **NPAS TRANSITION AND TRANSFORMATION PROGRESS UPDATE**

Rod Brown (RBr), Programme Director gave a short presentation and outlined the work undertaken to date and stated he has now consulted widely in shortlisting the long list of options and taken extensive external legal and accountancy advice. RBr outlined that he is held to account on a monthly basis by the Transition Programme Board.

RBr provided a synopsis of the Executive Summary and advised the NSB is scheduled to reconvene on the 10 October to discuss the business case in detail and take a decision.

RBr outlined that any changes to the direct cost charging model would be considered by the NPCC and are therefore out of scope for the Transition programme.

Members agreed for the business case to be socialised with colleagues ahead of the meeting on the 10 October. A discussion took place around the voting arrangements as members required clarity around who can vote.

**Action 56.1 – Rebecca Brookes (RB) is to confirm voting arrangements prior to the meeting on the 10 October.**

1. **NPAS SAFETY UPDATE**

James Cunningham (JC) presented the report and highlighted the top five risks which are declared to the Civil Aviation Authority (CAA) every six months.

JC summarised that the top five risks fall under Risk 12 and all relate to human error. JC reassured members that fatigue levels are lower than in comparison to those prevalent in other general policing specialisms. He advised that NPAS has made significant improvement to the risks having gone through the last change programme but highlighted that additional resource may need to be considered in order to manage any forthcoming change to ensure safety standards, prevent delay or significant reduction of service. JC outlined that the risk levels will increase due to the number of challenging change programmes that will be undertaken simultaneously and will bring risk with it which will need to be managed carefully.

JC advised that the risk of drone mid-air conflict is of concern with a number of incidents occurring during August. He highlighted that a number of forces are no longer reporting drone deployments to the NPAS Operations Centre which limits significantly NPAS aircraft situation awareness of threats. JC advised that NPAS intend to write to the NPCC Aviation Lead to highlight this risk and request support that forces report their Drone deployments to the NPAS Ops Centre to prevent a midair collision of police platforms.

**Resolved:**

**Board Members noted the contents of the report and agreed that NPAS write to the NPCC Aviation Lead regarding the concern of a mid-air conflict involving a police drone and an NPAS airframe.**

**Action 56.2 – NPAS are to write to the NPCC Aviation Lead to highlight the risk and request support that forces report their Drone deployments to the NPAS Ops Centre to prevent a midair collision of police platforms.**

1. **NPAS PERFORMANCE UPDATE**

CI Sarah Towers (ST) provided an overview of NPAS operational performance for the period April – August 2023.

ST stated that 46% of allocated flying time has been used and based on historical usage, half of forces are expected to fly more than their budgeted hours leading to some bases overflying.

ST highlighted that, whilst NPAS continue to deliver such high levels of availability, this overflying will undoubtedly increase the maintenance burden on the aircraft and will require the introduction of more stringent monitoring of guide hours. This robust approach will assist NPAS in increasing the maintenance life of the aircraft and allow continued delivery of the service.

ST advised that the contract and lease has now been signed for East Midlands Airport (EMA). NPAS should be in a position to look at a move date for the end of November for flying the fixed wing aeroplanes from EMA. NPAS are looking to recruit further pilots with a view to looking at a date for the second line to start flying.

**Resolved:**

**Board members noted the report and the update provided**

1. **NPAS CAPITAL PROGRAMME UPDATE**

Glenn Shelley (GS) presented the report and provided an early estimate of the year end position which shows a small underspend but stated historically the amount required for capital parts has been difficult to predict. GS provided an estimate of future years’ capital requirements and advised NPAS will work with the Home Office and NPCC in order to submit an estimate as part of the Home Office’s budget setting process.

Monique Wrench (MW) stated that the capital costs have increased significantly and due to budget constraints NPAS need to ensure that the numbers are realistic. MW advised this could also have an impact on fleet replacement costs and would be useful to see both costs together.

**Resolved:**

**Members noted the estimated year end position on capital for 23/24 and the requirement for 24/25 be submitted to the Home Office in support of its budget setting process**.

1. **NPAS BUDGET MONITORING REPORT**

Mark Reeves (MR) presented the report and advised NPAS’ financial position as of 31st August 2023 is an operational underspend of £226k and the year-end forecast is an operational underspend of £12k. MR advised that the forecast is NPAS will come in on budget but there are a significant number of variables which could impact on the figures.

MR advised that more forces within regions are over flying and the budget is built on a lower level of assumption around hours and drives fuel, spare parts and maintenance. As the hours are higher than anticipated in the budget, NPAS will need to ensure they are managing any variances.

**Resolved:**

**Members noted the financial position of NPAS and approved:**

* **the refund for the closure of the Doncaster Fixed Wing base**

**be moved to the operational reserve.**

* **The additional costs of the expanded Transition team be charged to reserves at the end of the financial year**
1. **NPAS FLEET REPLACEMENT UPDATE**

Lianne Deeming (LD) advised that introductory meetings with suppliers will start to late September. They will discuss product demonstrations and terms and conditions. LD advised that the negotiation strategy was signed off at FRSB and BLC are now developing some criteria and red line agreements.

RB advised that all the necessary legal documentation has now been signed and Bluelight Commercial (BLC) have taken on the role of the Contracting Authority and are now responsible for the procurement and legal advice.

**Resolved:**

**Members noted the update provided.**

1. **NPCC AVIATION LEAD UPDATE**

Colleen Rattigan (CR) advised she is working closely with the Transition team to provide future analysis and to help set the future requirements for what forces require in terms of aviation support.

CR advised that work is ongoing around what Transformation looks like and will be developing a robust comms plan from an NPCC perspective to ensure that any messaging that goes out to forces is clear.

MW stated that the Policing Minister is very keen to see Transformation progress at pace and has asked about the governance structure and is keen to receive an update. MW advised that it would be helpful to have CR’s views on how quickly we can move forward on Transformation and what work is being undertaken to bring some of the timelines forward.

1. **HOME OFFICE UPDATE**

Monique Wrench (MW) reaffirmed the Minister’s desire and interest to see Transformation progress.

CC John Robins (JR) raised why one of the Transition options is not into the Home Office as the Maritime & Coastguard Agency (MCA) is part of the Department for Transport and cannot understand why NPAS cannot be a government organisation as there appears to be a disparity.

1. **ITEMS FOR NOTING**

Board members noted:

* Meeting notes from the NPAS Fleet Replacement Strategic Board held on 14 June 2023
* Meeting notes of the NPAS Local Strategic Board held on 8 June 2023
* NPAS Annual Report 2022/2023
* NSB Work Programme
* CAA Audit update
1. **ANY OTHER BUSINESS**

No AOB was raised

**Date and time of next meeting: 10 October 2023**