

NATIONAL EXECUTIVE COMMITTEE
MINUTES

Date of Meeting Wednesday 8th to Thursday 9th February 2023

Time: From 2pm 8th February to 2.30 pm 9th February

Venue **Hunton Park Hotel, Watford, Kings Langley**

Minute Taker **CEO Alan Lees**

Quorum **Yes**

Chair **Richard Critchley**

Attendance

Members

Name	Position	Present (P)/Apology (A)
Mr R. Bird		P
Mr. B. Burdus BA		Teams
Mr N. Burrows		P
Mr. R. Critchley	Chairman	P
Mrs. S. Evans BSc (Hons)		P
Mr. B. Haley		P
Mr. D. Jeans		P
Mr. R. Jones		P
Mr. M. Judson		P
Mr B. Mabbutt		P
Mr R. Michaelides		P
Mr. A. Orchard		P
Mrs. K. Rowley QPM	Vice Chairman	P
Mr. A. Ramiz		P
Mr. R. Watson		P
Mr. P. Van Tromp		P
Alan Lees	Chief Executive Officer	P
Eve Williams	Deputy Chief Executive Officer	A
Richard Atkinson	Financial Controller	Teams (Wednesday)
Sophie Maxwell- Clayton	Marketing Manager	P

Observers- none

Name	Position

1. Welcome by Chair

Richard Critchley welcomed Members to the meeting.

2. Attendance

3. Apologies

None

4. Declaration of Interests

DJ declared an interest on item 14, Widows/Widowers Pension for Life

5. Minutes From Previous meeting 16th and 17th November and any matters arising.

BM asked for an amendment, in that, he said that as the previous Financial Controller had set the budget, he asked the new Financial Controller to report back to the NEC on the deficit.

SE asked for an amendment, in that, she asked if these events will be delivered in Regions.

The Minutes were agreed with these amendments and there were no redactions

- There were no Matters Arising.

6. Finance Report

Given by: Richard Atkinson

- RC presented a confidential report on finance which he had also presented and discussed with the Finance Sub Group. The main items of income and expenditure were discussed. The NEC asked for more detailed financial information from the Financial Controller to be presented at future meetings.

Action. FC to present more detailed financial information to NEC meetings.

- RA presented his financial report and the accounts. There was a discussion regarding income and expenditure, in particular the projected deficit in 2023. Asset valuation should be at current value, not historic cost. RA will look at NEC costings and totals on QuickBooks. BM asked when there would be an update on the 2023 revised budget. This should be available in the next week, with supporting information.

Action. RA to produce revised 2023 income and expenditure budget in the following week with supporting information.

- A discussion took place regarding Hawkridge House, its valuation and rental income. It was agreed to obtain a current valuation and undertake a review of the Tenancy Agreement with the Letting Agents.

Action. RA to obtain a current valuation of Hawkridge House and undertake a review of the Tenancy Agreement with the Letting Agents.

- It was agreed that NEC Finance Sub Group's work was concluded and no longer required. There was one outstanding action from the Sub Group to produce a risk plan which the DCEO and RA would complete. Finance matters will continue to be progressed by the Finance Sub Committee.

The NEC agreed that the Financial Controller would in future provide an updated budget to the February NEC meeting

Action RA to provide an updated budget to February NEC meetings

- Report of the Internal Auditor

BM gave a verbal update following his recent visit to HQ. He had conducted his audit and found everything in order. There was a discussion regarding the costs of NARPO News. Members agreed it was an essential Member benefit and communication method and the cost was a relatively small amount per Member. BM raised an issue in relation to travelling to courses and whether Branches should pay for these expenses out of their funds. BW said that the money to pay should come from the centre. A proposal was made by BM that Branches should pay the travelling expenses to attend courses. This was lost.

7. Human Resources Report

Given by: CEO

- Roles and Responsibilities. The CEO gave a verbal update that all the recommendations from the Office review have been actioned and training for staff commenced. The NEC agreed that all requests to the office staff should go through the DCEO. BH asked the CEO to send contact details for the Samaritans training.

Action All requests to the office staff go through DCEO

Action CEO to provide BH with contact details for Samaritans training.

8. Long and Short-Term Strategies

- Long term strategies
- Welfare- BH presented a paper and updated the meeting. BH asked if there was anything which could be added to the Welfare Strategy or to assist local Branches. A discussion took place regarding the differentiation between Branch welfare roles and that of the Befrienders being used in London Branch. It was agreed that PVT would produce a report on befriending to the NEC. Welfare Representatives Courses would continue in accordance with the Welfare Strategy. Police Mutual has started to publish monthly awareness information sheets on physical and mental health wellbeing. These are on the NARPO national website. SMC will circulate these to the NEC.

Action PVT to produce a report on befriending to present to the NEC

Action SMC to circulate PM monthly information sheets to NEC

- Pensions . The CEO updated the meeting with progress on Police Pensions issues
- Membership. The Marketing Manager gave an update on Membership

Membership Sign Up is up by 31% on last January.

Brand Toolkit- The toolkit is designed to reflect the feedback given from the branding survey. This is in the final stages of completion, just awaiting the video and an updated preretirement presentation. This will then be distributed to the NEC before going out to branches. While the toolkit will be optional for branches and partners to use, the long term goal of this is to provide more consistency and professionalism to improve brand perception and be seen as a key organisation in supporting officers in heading to retirement.

Marketing has been working with the project lead for the National Police Uplift Programme. Their new website will now contain information on 'Exiting Well' with an emphasis on the work NARPO do to support retirees. Again, this is placing NARPO as a key organisation in the career cycle of a police officer and raising awareness early.

RC reminded members of the value of the recruitment letters regarding potential members missed during the Covid lock-downs

NARPO has been approached by the Civil Nuclear Police Federation regarding membership. A meeting has been arranged with them in the week commencing the 27th. There was a discussion regarding NARPO Membership and other organisations, such as BTP and MOD Police. This would be considered as part of the Membership strategy.

1.14 Police Force means a police force within the meaning of the Police Act 1996 (as amended), the Isle of Man Police Act 1993, the Police and Fire Reform (Scotland) Act 2012, or the Police Service (Northern Ireland) Act 2000. (6.2.)

It was pointed out that we also need to consider the wider police family and civilian colleagues becoming Members.

Action SMC to circulate Brand Toolkit to NEC

- Short term strategies-
- Estate- NARPO House. The CEO gave a verbal update to the meeting. A Project Manager has been appointed and has visited NARPO House. A report detailing the work to each room has been prepared by the Project Manager. Tradespeople have been to NARPO House to provide quotes for these works and a version 1 report is being written by the Project Manager. The NEC Sub Group met in the meantime and further work and quotes requested. The NEC Sub Group also agreed the Project Manager would undertake this work. This is now being actioned by the Project Manager who will produce a version 2 report. Both reports will go to the NEC Sub Group for their consideration. These will be reported back to the full NEC.

Once the NEC has the full information and costs. It will consider rented premises if the cost is above £50K. However, it would be a decision for Conference to make to move premises

Action Version 1 and Version 2 reports to be submitted to NEC Sub Group and then to report to full NEC

An independent Health and Safety Risk Assessment has been completed as well as and independent Damp Assessment . There has also been an independent Fire Risk Assessment. An independent legionella assessment is planned. All these reports' recommendations will be actioned. Those with high priority will be done immediately. Lower priority recommendations can be considered as part of the building renovation . A priority action raised by the NEC was to fit a disabled door lock to the downstairs toilet. The CEO agreed to get a tradesperson to fit one as soon as possible.

Action CEO to arrange for a disabled door lock to be fitted to the downstairs toilet.

9. Governance and Regulatory Report Given by: Richard Critchley

- Incorporation – RC gave an update on the position . There are five Workshops planned at five different locations which will take place in the next two weeks. It was agreed that the NEC would have the names of the Branches attending each Workshop

Action CEO to circulate names of the Branches attending each Workshop

MJ asked if investments were held under individual names or NARPO. Similarly, NARPO House and Hawkridge House. The latter are held by NEC Trustees. It was agreed to ask Bernard Seymour these questions at the forthcoming Workshops. BM asked if there would be a poll at the end of each Workshop and Incorporation to go to Conference in 2024 . The NEC also wished to ask Bernard the position of the NEC if the country decided not to Incorporate.

SE asked if there was sufficient information available. The CEO said there was information on the national website and this would be updated following the Workshops. In addition , there will be a communications plan, including an article in May NARPO News. KR added that there will be a Motion to this year's Conference.

10. Marketing Report

Given by: Marketing Manager and CEO

- New Partners and Advertisers for 2023
- Photography/Calendar Competition Sponsors - Peddle Electric Bikes are sponsoring both the competition and the calendar this year, with the prize of an electric bike worth £1799 or a £500 high street voucher. Over 100 entries so far.
- Website Updates- Now a Registered Organisation on Google: Calls are up+28% and searches up +27%
- Google site kit installed to the website which is a unique plug in and allows monitoring on how the website performs-
 - where traffic is coming from Organic Search, Social, Email etc
 - which device members are using tablet phone etc
 - the top quires in the search bar

Another key feature is how the website performs, at the moment the page loading time is classed as very poor – something SMC is investigating. This will inform further development to the website.

Google site kit also means the potential to apply for adsense. Adsense allows google to place advertisements in select areas of the website. The ad content and placement are dictated by the website owner. SMC will consider this option.

The NEC now sit on their own page that can be found in in the website footer. The Join Us information page has been altered to provide a simplified signup experience. There will also be improvements the Shop and the site menu.

Sponsorship

British Police Cricket Club Sponsorship- Proposal does not continue based on sign up data and lack of interest from Branches. However, SMC will continue to explore other sponsorship opportunities.

Travel Insurance

- CEO gave an update. The CEO has been looking at other travel insurance options. The existing provider has introduced another company which the CEO has met online. They have provided outline proposals. The CEO has also met online with CSIS which provides travel insurance and has NARPO partner organisations as their clients. Following a discussion by the NEC, it was agreed to progress with CSIS

Action. CEO to progress travel insurance with CSIS

Member benefits

- Looking to advertise in Police Oracle
- Social media- can we make better use of Facebook.
- 2024 Calendars- the theme this year is British Wildlife
- NARPO Conference- there will be a different exhibition stand and the use of different media to get messages across.
- Police Memorial Arboretum Trust- they have contacted Regions to highlight a Will writing legal service. Members should be careful when appointing Executors.

Conferences

- Police Federation Conference 2023. This will take place on 10th and 11th October in Manchester.
- Superintendents' Association Conference 2023. This will take place between 11th to 13th September at Stratford
- BAWP Conference. This will take place on 5th and 6th June. The venue is yet to be decided.

11. Report of Conference Sub Committee

Given by: Kate Rowley

- Update by Kate Rowley- the key issues discussed were-
- A Conference Planning Group has been established to progress National Conference matters. This comprises of the Conference Coordinator, KR, Conference Administrator, Angela Calvert, and SMC. It was agreed that this Group would replace the Conference Arrangements Committee and would report back to the NEC via the Conference Coordinator.
- A discussion was held regarding no packed lunches being available on Friday. This was due to the large number of eating places near to the Conference venue. In addition, the venue had its own restaurant facilities. It was pointed out that Branches/Regions can arrange their own catering arrangements with

the venue The NEC would have a lunch as they are looking after guests and they are, in essence, their own Branch.

- The Conference would not have a theme.
- There won't be a Drinks Reception, only a pay bar, on Thursday evening. There will be wine available on the tables.
- There will be a photographer for both days.
- Friday night meal and entertainment arranged.
- Conference Agenda has yet to be agreed exactly what order presentations and Motions will feature.
- The dates for 2026 and 2027 have been changed to ?due to school and Bank holidays
- The CEO will contact the Branches which had Motions to last year's Conference to see if they still wish them to be carried over to 2023 Conference

Action CEO to contact the Branches which had Motions to last year's Conference to see if they still wish them to be carried over to 2023 Conference.

12. Report of Training Coordinator

Given by: Bill Haley

- A paper from the Training Coordinator was discussed. The key issues decided were-
 - Training Budget- it was agreed that there is no need for a specific figure to spend on training, but there would be a nominal amount allocated for training.
 - Branch Officer Course-. The next courses will be at Barnsley from 10th to 12th October 2023. This is the same time as the Police Federation Conference, so RC will not be available.
 - Welfare Representatives Courses- there was a discussion regarding holding two course in 2023, one in June, in the South, and another in the North in October It was agreed that it was necessary to gauge if there was sufficient interest from Branches to hold both Courses. If there were a shortage of delegates to attend a venue, either North or South, the delegates can travel to other areas. It was for a Branch to decide to send delegates.
In addition, there was a discussion on the criteria for attending the Branch Officers' Courses .Those asking to attend to be checked to ensure that anyone who has attended in the last three years does not attend again.
It was proposed by PVT and seconded by DB that an email be sent to Branch Secretaries, Branch Chairs and Welfare Contacts. BH would provide and email to HQ to circulate.

Action BH to provide email to HQ to circulate to Branch Secretaries, Branch Chairs and Welfare Contacts

- GDPR and MHFA training- BH to contact HQ Business Support and Training Administrator to arrange an email to be sent Branches.

Action. BH to contact HQ Business Support and Training Administrator to arrange an email to be sent Branches

- Cyber Security- it was agreed that the input to the national courses would continue. There is a national online resource provided by the National Cyber Security Centre which can assist Branches and Members. In addition, there could be further information put in NARPO News signposting Members to this resource.

Action CEO to send email to Branches with details of the link to the National Cyber Security Centre

13. Pensions

Given by: CEO.

- Widows Pension for Life – the Court of Appeal case was heard on 29th November. The judgment handed down dismissed the Appeal. NARPO will continue its campaign and RC and the CEO will be meeting with Connect on how best to progress.
- Pension Remedy, McCloud/Sargeant- CEO is involved with ongoing work with Home Office Police SAB and Police Staff Associations. There are review of ill health retirements taking place as part of the Remedy process. The CEO will update the national website with progress. It was confirmed that it will be an administrative review with regard to the Remedy not a review of the ill health pensions
- The next meeting of the NARPO Pensions Board will be on 26th June at Tally Ho!

14. Public Service Pensioners' Council

Given by: CEO

The last meeting was on 4th October 2022. The key issues being progressed are-

- Triple Lock
- RPI, CPI and CPIH
- Review of State Pension Age.
- McCloud Sargeant – impact and implications
- Survivor entitlements

The next meeting will be 9th March.

15. Policies

Given by: CEO

- HR policies. These are ongoing and being progressed and will be finalised by the DCEO

16. Regional Matters

None raised.

17. Data Protection

Given by: CEO

No Issues

18. Parliamentary /Media

Given by: CEO

- Later Life Ambitions – The main activities are-
 - Triple Lock
 - Review of State Pension Age
 - Older Persons Pensioner Manifesto which is being progressed by LLA members. CEO would circulate the final version to the NEC.

The next meeting will be 14th March.

- Connect- Police Covenant. CEO updated the meeting. RC and CEO had attended a virtual Stakeholder Consultation Group meeting on 23rd November chaired by Peter Spreadbury from the Home Office. They have also taken part in a virtual RoundTable meeting with Federation and other stakeholders on 10th January. A paper would be presented by the Chair of that meeting, Andy Rhodes, to the Police Covenant Oversight Board
- A follow up letter to sent by Connect to the Policing Minister Chris Phelp MP
- Support for the Widows Pension for Life Campaign following the Court case
- RC and CEO will meet Yvette Cooper MP on 1st March to progress issues affecting NARPO and its Members
- RC and CEO will be having a meeting with Connect to discuss these all these matters

RJ raised the issue of having updates and influence in the Welsh Parliament. He has a contact who may be able to assist.

BM asked if the NEC could have an update on the service provided by Connect. It was agreed that they could virtually attend an NEC meeting to provide an update. The CEO would progress this at their next meeting with Connect

Action CEO to ask Connect to virtually attend an NEC meeting

19. AGE

Given by: BB and RJ

- AGE UK- BB gave an update. The next meeting is 27th February
- Wales Seniors Forum - RJ gave a verbal update. There were issues with face-to-face GP's appointments and reductions in rural bus services

20. Police Charities

Given by: BM, CEO and AO

- Police Treatment Centre
- The CEO provided an update. The PTC had successfully run a Retired Officer Wellbeing Programme at each of the two Centres in January, and more courses booked later this year. Both courses were a success and provided much benefit to those who attended. The course is developing from the feedback from those who have attended. Retired Officer donors have reached 8500, a further increase from 2021, and last year the PTC treated 391 Retired Officers, an increase of 51 over the average figures in recent years. Also, they represent a higher percentage of overall numbers of patients treated. In the past it has typically been about 9% of overall patients numbers, but last year it was almost 14%.
- Police Rehabilitation Centre- AO gave an update. There had been 3000 sign ups for retired officers. The typical waiting list is five weeks for physiological treatment and 14 weeks for psychological
- Police Care UK-AO gave an update. Their next meeting is 15th February.
- UK Police Memorial – RC gave an update on the digital memorial and the intention to gain sponsorship and raise funds. KR proposed a donation from NARPO to the Charity. This was seconded by RM. The NEC agreed a donation of £20,000. In addition, it was agreed to have a NARPO plaque and tree at the Memorial. SMC would contact PMAT regarding the donation, plaque and tree.

Action SMC to contact PMAT regarding a donation, plaque and tree.

- Welsh Police Memorial
- National Police Memorial Day- RC gave an update.
Wales 2023
Scotland 2024

21. Historical Enquiries

Given by: RC

- A verbal update was given regarding the IOPC report into Hillsborough

22. NEC Meetings 2024

The following suggestions were agreed-

February – Cleveland

May- Dyfed Powys (Newquay)

July- Staffordshire, National Memorial Arboretum

November- Bedfordshire

CEO will progress with our booking agent.

23. Any other urgent and non controversial business

The CEO had received an email that morning asking for nominations to attend a Buckingham Palace Garden Party in May. It was agreed that RM would attend.

24. Date of Next Meeting

Date	Venue	Time
10th May 2023	Crowne Plaza Hotel, Sheffield	2pm