

ACRO Strategic Management Minutes

Minutes of the meeting held on the 19th January 2022 at 0900hrs via MS Teams

1.	<u>Attendance and Apologies</u>
1.1	<p>Rob Price Chief Executive (<i>Chair</i>)</p> <p>Tony Rowlinson Head of ACRO</p> <p>Susan Francis Senior Manager – Business and Finance</p> <p>Nancy Smith HR Manager</p> <p>Chloe Bowler Senior Manager – Op Griffin</p> <p>Tom Mason T/Senior Manager - Development</p> <p>Lisa Stevens Senior Manager – International Services</p> <p>Ben Weir T/Senior Manager – National Services</p> <p>Karen Progl Senior Manager – Information Management</p> <p>Julia Barnard Senior Manager – IT & Service Management</p> <p>Phil Rogers Communications Manager</p> <p>Tanya Smith Personal Assistant (<i>minute taker</i>)</p>
1.2	No apologies were received.
2.	<u>Minutes and Action Log</u>
2.1	The minutes of the meeting held on the 21 st December 2021 were agreed as accurate and signed off by the Chair.
2.2	The minutes of the extraordinary meeting held on the 7 th January 2022 were agreed as accurate and signed off by the Chair.
2.3	The action log was discussed and updated.
3.	<u>Business and Finance</u>
3.1	<p><i>ACRO Income and Expenditure</i></p> <p>SF reported that the income and expenditure account for the financial year 2021/22 showed in the year, ACRO generated an income of £11,163,371 with expenditure of £10,863,861, giving a surplus for the financial year to date of £299,511. This therefore leaves £5,870,415 in reserves.</p> <p>In relation to the distribution of the FPN finances, SF has been in further contact with the Home Office and believes progress is being made.</p> <p>SF confirmed the Chief Constables’ Council paper has been prepared and will be submitted this week. The paper will go to Council for ratification and agreement.</p> <p>SF also informed colleagues that there is a new International Travel Policy which will see travellers being given their WWSR allowance and no receipts will be required to be handed back.</p>
3.2	<p><i>Forecast 2020-2021</i></p> <p>SF confirmed the forecasted income is £16,463,930, expenditure is £14,826,741 with a surplus of £1,637,189. This therefore leaves a reserve of £7,208,093. Within the reserve, the figure includes</p>



	£1.6m for business innovation and growth and £2m for force funding reserve, leaving £3.5m in the reserve.
3.3	<i>Duty Officer Review</i> Closed Session
4. 4.1	<u>Risk Register</u> The update on the Risk Register is as follows: ICCE44 – total score 16, no change ICCE45 – total score of 9, no change IT28 – total score 20, risk increased IT29 – total score 20, no change IT30 – total score 12, risk increased IT31 – total score 16, risk increased IT32 – total score 12, no change GDPR1 – total score 12, no change Discussion around IT30 and IT31 with SF and JB. These will be monitored and RP confirmed these risks are not lost on him and the importance of these organisational risks.
5. 5.1	<u>IT and Service Management</u> JB is still dealing with the recent server file issue and once all the files have been recovered, JICT will look at the backup's to ensure this situation does not happen again. A gap analysis on the work JB undertakes for ACRO is being conducted alongside CB. Processes are being developed as to laptops for new starters and faulty laptops and how staff will need to get these to Southampton Central to be fixed/collected. It maybe with bulk recruitment that an IT technician can come to site and help set up but these logistics are still be worked through.
6. 6.1	<u>Op Griffin</u> <i>Procurement of Database Provider</i> Closed session
7. 7.1	<u>Development</u> <i>Business Development and Projects Purpose Review</i> TM stated that the impact of Covid 19 and the creation of Op Griffin has created an opportunity to review the core purpose of the team and ensure it is fit for purpose. In order to gain the widest perspective for the review, a variety of sources have been used to inform the recommendation. The next step would be to review the existing work carried out by the team to ensure it can be conducted and decisions can then be made on whether there are more appropriate locations for some of the work to sit. Due to current resourcing issues there has already been cause to review the workloads and prioritise the resources. This has naturally identified work that could or should sit elsewhere in ACRO. Furthermore the team will create specific team objectives to support ACRO's Organisational Objectives and in turn compliment the Balance Scorecard. Therefore colleagues agreed the new purpose for the Business Development and Projects Team.
8. 8.1	<u>International Services and Intelligence</u> Closed session



<p>9. 9.1</p>	<p><u>National Services</u> BW confirmed the volumes are increasing slowly albeit they are still lower than pre-pandemic levels. BW thanked KK for her hard work on the webinars which were recently held on ICPC's. The CS consultation is now looking at staffing for the team and it is hoped this will be rectified before having to look at the FWA's for the team. The FPN database has gone live today and feedback from the staff using the database will be fed back to GSA to improve for any future databases. Reporting for FPN enforcement is now quarterly and the next report is not due until March, this is in line with the NPCC and their reporting schedule. A team of ACRO staff are assisting the force on updating RMS with ethnicity data from previous stop and searches to get the data onto the system as soon as possible.</p>
<p>10. 10.1</p>	<p><u>Communications</u> PR gave a brief update to colleagues as to the work that Communications Team have been involved in since the last meeting. The new coins and pens have arrived for visitors and there are a collection of these at F1 with TS should any SMT need them.</p>
<p>11. 11.1</p>	<p><u>HR</u> NS provided an overview to the SMT as to the current figures, trends and pertinent information needed.</p>
<p>12. 12.1</p>	<p><u>Information Management</u> KP confirmed that an in-depth risk assessment has been developed for the compliance audit. This will then form an action plan for each business area and SMT to manage.</p>
<p>13. 13.1</p>	<p><u>Any Other Business</u> TR asked the SMT to refresh themselves of the recent performance presentation ready for the workshop being held on Thursday.</p>
<p>14. 14.1</p>	<p><u>Next Meeting Date</u> The next meeting is on Tuesday 22nd February 2022 at 1300hrs.</p>



ACRO Strategic Management Minutes

Minutes of the meeting held on the 17th February 2022 at 0900hrs via MS Teams

1.	<u>Attendance and Apologies</u>
1.1	<p>Rob Price Chief Executive (<i>Chair</i>)</p> <p>Tony Rowlinson Head of ACRO</p> <p>Susan Francis Senior Manager – Business and Finance</p> <p>Nancy Smith HR Manager</p> <p>Allison Freeston Deputy Manager – Op Griffin</p> <p>Tom Mason T/Senior Manager - Development</p> <p>Charlotte Page Deputy Manager – International Services</p> <p>Ben Weir T/Senior Manager – National Services</p> <p>Karen Progl Senior Manager – Information Management</p> <p>Julia Barnard Senior Manager – IT & Service Management</p> <p>James Fulton Superintendent</p> <p>Tanya Smith Personal Assistant (<i>minute taker</i>)</p>
1.2	Apologies were received from Chloe Bower, Lisa Stevens and Phil Rogers.
2.	<u>Minutes and Action Log</u>
2.1	The minutes of the meeting held on the 19 th January 2022 were agreed as accurate and signed off by the Chair.
2.2	The action log was discussed and updated.
3.	<u>Business and Finance</u>
3.1	<p><i>ACRO Income and Expenditure</i></p> <p>SF reported that the income and expenditure account for the financial year 2021/22 showed in the year, ACRO generated an income of £12,533,639 with expenditure of £12,106,135, giving a surplus for the financial year to date of £427,504. This therefore leaves £5,998,408 in reserves.</p> <p>The paper presented at Chief Constables Council was agreed and therefore will see ACRO receive £3m from Police Forces for the services ACRO provide nationally.</p>
3.2	<p><i>Forecast 2021-2022</i></p> <p>SF confirmed the forecasted income is £16,262,618, expenditure is £14,782,337 with a surplus of £1,480,280. This therefore leaves a reserve of £7,051,184. Within the reserve, the figure includes £1.6m for business innovation and growth and £2m for force funding reserve, leaving £3.5m in the reserve.</p>
4.	<u>Risk Register</u>
4.1	<p>The update on the Risk Register is as follows:</p> <p>ICCE44 – total score 16, no change</p> <p>ICCE45 – total score of 9, no change</p> <p>IT28 – total score 20, no change</p>



	<p>IT29 – total score 20, no change IT30 – total score 12, no change IT31 – total score 16, no change IT32 – total score 12, no change GDPR1 – total score 20, risk increased</p> <p>Discussion around IT30 and IT31 with SF and JB. These will be monitored and RP confirmed these risks are not lost on him and the importance of these organisational risks.</p>
5. 5.1	<p><u>Information Management</u> <i>Resource for IM</i> KP presented the detailed paper which was circulated prior to the meeting to all attendees. After a long discussion by all colleagues, the recommendations posed in the paper were supported in principle but there is work to be undertaken in regards to the legal options which KP will develop alongside TR and RP.</p>
6. 6.1	<p><u>Op Griffin</u> Closed Session</p>
7. 7.1	<p><u>Development</u> <i>Bluelight Commercial Strategy</i> Closed session</p>
8. 8.1	<p><u>International Services and Intelligence</u> CP informed colleagues that the ICCC conference is taking place in Bristol and there will be support from International Services. It was agreed that no further delegation was required to attend the conference.</p> <p>Closed session</p>
9. 9.1	<p><u>National Services</u> BW introduced a paper on the disclosure of conditional and absolute discharges to seek a decision on whether or not ACRO is to include these in its products namely Police Certificates and International Child Protection Certificates. The following actions were identified:</p> <ol style="list-style-type: none"> 1 - BW will conduct a legal risk assessment interims of ACRO's current vulnerability 2 - Depending on the risk assessment consideration of an interim solution as of recommendation at point 7.1 3 - An engagement plan with all affected Embassies concerning the potential change in disclosed material 4 - A longer term plan (supported by KP's IM resource paper) to address Police Certificates and ICPC's risks around legal and procedural advice. <p>Action: BW to progress actions 1-4 following on from the Condition and Absolute discharges report.</p>
10. 10.1	<p><u>Communications</u> Closed session</p>
11.	<p><u>HR</u></p>



11.1	NS provided an overview to the SMT as to the current figures, trends and pertinent information needed.
12. 12.1	<u>IT and Service Management</u> JB is moving forward with the gap analysis work and has been dealing with the new starter process which will see staff having to attend Southampton Central to collect their laptops.
13. 13.1	<u>Any Other Business</u> There was no other business discussed.
14. 14.1	<u>Next Meeting Date</u> The next meeting is on Tuesday 22 nd March 2022 at 0900hrs.



ACRO Strategic Management Minutes

Minutes of the meeting held on the 22nd March 2022 at 0900hrs via MS Teams

<p>1. 1.1 1.2</p>	<p><u>Attendance and Apologies</u> Rob Price Chief Executive (<i>Chair</i>) Tony Rowlinson Head of ACRO Susan Francis Senior Manager – Business and Finance Lisa Stevens Senior Manager – International Services Lucy Saunders Senior Manager – National Services Julia Barnard Senior Manager – IT & Service Management James Fulton Superintendent Phil Rogers Communications Manager Tanya Smith Personal Assistant (<i>minute taker</i>)</p> <p>Apologies were received from Chloe Bower, Tom Mason, Nancy Smith and Karen Progl.</p>
<p>2. 2.1 2.2</p>	<p><u>Minutes and Action Log</u> The minutes of the meeting held on the 17th February 2022 were agreed as accurate and signed off by the Chair. The action log was discussed and updated.</p>
<p>3. 3.1 3.2</p>	<p><u>Business and Finance</u> <i>ACRO Income and Expenditure</i> SF reported that the income and expenditure account for the financial year 2021/22 showed in the year, ACRO generated an income of £13,972,067 with expenditure of £13,339,386, giving a surplus for the financial year to date of £632,682. This therefore leaves £6,203,586 in reserves. There is a underspend within the IT budget which will be carried forward to the next financial year. RP has been approached to see if ACRO could assist with funding ACC Murray’s role within the FPN remit. As of yet no official approach has been made to RP but if this occurs, RP will discuss further with the Force Finance Director.</p> <p><i>Forecast 2022-2023</i> SF confirmed the forecasted income is £16,545,662, expenditure is £14,572,527 with a surplus of £1,973,135. This therefore leaves a reserve of £7,544,039. Within the reserve, the figure includes £1.6m for business innovation and growth and £2m for force funding reserve, leaving £3.9m in the reserve.</p>



4.	<u>Risk Register</u>
4.1	The update on the Risk Register is as follows: ICCE44 – total score 16, no change ICCE45 – total score of 9, no change IT28 – total score 20, no change IT29 – total score 20, no change IT30 – total score 12, no change



	<p>IT31 – total score 16, no change IT32 – total score 12, no change GDPR1 – total score 20, no change</p> <p>Discussion around IT30 and IT31 with SF and JB. These will be monitored and RP confirmed these risks are not lost on him and the importance of these organisational risks.</p>
5.	<u>Information Management</u>
5.1	KP submitted apologies so therefore no update was required.
6.	<u>Continuous Improvement Team</u>
6.1	CB submitted apologies so therefore no update was required.
7.	<u>International Services and Intelligence</u>
7.1	Closed session
8.	<u>National Services</u>
8.1	LS stated that the volumes in NDU are high but are still not back to pre-covid levels, all teams are remaining to comply with the SLA's in place. The ICPC process for vulnerable adults is being progressed with Development albeit at a slower than anticipated progress. RP felt it would be worthwhile hosting the Embassies to continue and expand the working relationship ACRO has with them for the Police Certificate products. LS will look at this and take forward.
9.	<u>Communications</u>
9.1	PR informed colleagues that there is a lot of discussion with staff in terms of agile working / fuel prices / Covid, this will be raised at Ask The Boss tomorrow. In terms of the survey, 26 responses were received from Chief Officers. PR will analyse the data and link in with RP and TR.
10.	<u>HR</u>
10.1	NS submitted apologies so therefore no update was required. The HR overview was circulated in advance to colleagues for their information.
11.	<u>IT and Service Management</u>
11.1	JB confirmed ACRO has 18 base stations which can be re-built and kept in ACRO to assist should any laptops fail or need re-building. JB is continuing to assist with the gap analysis work.
12.	<u>Any Other Business</u>
12.1	JF updated colleagues as to the work he is involved in and undertaking on behalf of ACRO.
13.	<u>Next Meeting Date</u>
13.1	The next meeting is on Wednesday 20 th April 2022 at 0900hrs.



ACRO Strategic Management Minutes

Minutes of the meeting held on the 3rd May 2022 at 1330hrs via MS Teams

1.	<u>Attendance and Apologies</u>
1.1	<p>Rob Price Chief Executive (<i>Chair</i>)</p> <p>Tony Rowlinson Head of ACRO</p> <p>Susan Francis Senior Manager – Business and Finance</p> <p>Lisa Stevens Senior Manager – International Services</p> <p>Lucy Saunders Senior Manager – National Services</p> <p>Chloe Bowler Senior Manager – Continuous Improvement Team</p> <p>Julia Barnard Senior Manager – IT & Service Management</p> <p>Karen Progl Senior Manager – Information Management</p> <p>Nancy Smith Senior Manager – HR</p> <p>Fiona Doyle Deputy Manager – Development</p> <p>James Fulton Superintendent</p> <p>Phil Rogers Communications Manager</p> <p>Tanya Smith Personal Assistant (<i>minute taker</i>)</p>
1.2	Apologies were received from Tom Mason.
2.	<u>Minutes and Action Log</u>
2.1	The minutes of the meeting held on the 22 nd March 2022 were agreed as accurate and signed off by the Chair.
2.2	The action log was discussed and updated.
3.	<u>Business and Finance</u>
3.1	<p><i>ACRO Income and Expenditure</i></p> <p>SF reported that the income and expenditure account for the financial year 2021/22 showed in the year, ACRO generated an income of £15,481,030 with expenditure of £14,689,980, giving a surplus for the financial year to date of £791,050. This therefore leaves £6,361,954 in reserves.</p> <p>There is a underspend within the IT budget which will be carried forward to the next financial year.</p>
3.2	<p><i>Forecast 2022-2023</i></p> <p>SF confirmed the forecasted income is £16,148,557, expenditure is £17,661,650 with a deficit of £1,513,093. This therefore leaves a reserve of £4,846,717. Within the forecast is £3.3m of IT spend which will happen in the next year. Furthermore within the reserve, the figure includes £1m for business innovation and growth, £1m for force funding reserve and £3.1m for a general reserve leaving £2.8m in the reserve.</p>
4.	<u>Risk Register</u>
4.1	<p>The update on the Risk Register is as follows:</p> <p>ICCE44 – total score 16, no change</p> <p>ICCE45 – total score of 9, no change</p> <p>ICCE46 – new risk with a score of 16</p> <p>IT29 – total score 20, no change</p>



	<p>IT30 – total score 12, no change IT32 – total score 12, no change GDPR1 – total score 20, no change</p>
<p>5. 5.1</p>	<p><u>Information Management</u> KP informed colleagues that there is a case being held at the Court of Appeal this week to which she is on standby to provide advisory advice if required.</p> <p>The revised schedule for the audits have been circulated and KP is hoping there will be the first draft release by the end of the week.</p>
<p>6. 6.1 6.2</p>	<p><u>Continuous Improvement Team</u> <i>Presentation on CIT</i> CB talked through her presentation on the current work in CIT.</p> <p><i>Statistics and Reporting Recommendation</i> CB spoke to her report and updated colleagues on the key findings the CIT team have made on each business area and the statistics that are required by them. Following discussion it was agreed that each SMT should organise a review of the statistics gathered by their own business area to assess what value they bring to their business area and to the wider organisation. It was agreed that once the SMT have reviewed the statistics and reporting of their business areas then the other recommendations contained within the report will be discussed however this will happen at the CIT Programme Board meeting instead.</p>
<p>7. 7.1</p>	<p><u>International Services and Intelligence</u> Closed session</p>
<p>8. 8.1 8.2</p>	<p><u>Development</u> <u>APCC & NPCC Partnership Summit 2022</u> In regards to this training bid, it was agreed in principle at the Establishment meeting to attend but was brought to this meeting for ratification due to the cost involved. TR will discuss with RP outside of the meeting.</p> <p><u>OSJA Options Report</u> Closed session</p>
<p>9. 9.1</p>	<p><u>National Services</u> <i>European Travel Information and Authorisation System (ETIAS)</i> Closed session</p>
<p>10. 10.1</p>	<p><u>Communications</u> PR informed colleagues that the team are assisting the OPCC with comms for the foreseeable. In regards to ACRO work, the team are pulling together the annual report in order for this to be signed off by September.</p>
<p>11. 11.1</p>	<p><u>HR</u> The HR overview was circulated in advance to colleagues for their information. NS reported that sickness trends are down. A new induction process is being managed and overhauled by HR in order to ensure new staff are on-boarded effectively and efficiently.</p>



Official

12. 12.1	<u>IT and Service Management</u> JB confirmed work is progressing to move ACRO IT to the 'cloud'. JB is continuing to assist with the gap analysis work.
13. 13.1	<u>Any Other Business</u> Closed session
14. 14.1	<u>Next Meeting Date</u> The next meeting is on Tuesday 24 th May 2022 at 0900hrs.



ACRO Strategic Management Minutes

Minutes of the meeting held on the 24th May 2022 at 0900hrs in the IR Boardroom, ACRO and MS Teams

1.	<u>Attendance and Apologies</u>
1.1	<p>Rob Price Chief Executive (<i>Chair</i>)</p> <p>Tony Rowlinson Head of ACRO</p> <p>Susan Francis Senior Manager – Business and Finance</p> <p>Lisa Stevens Senior Manager – International Services</p> <p>Lucy Saunders Senior Manager – National Services</p> <p>Chloe Bowler Senior Manager – Continuous Improvement Team</p> <p>Karen Progl Senior Manager – Information Management</p> <p>Nancy Smith Senior Manager – HR</p> <p>Tom Mason Senior Manager – Development</p> <p>James Fulton Superintendent</p> <p>Phil Rogers Communications Manager</p> <p>Tanya Smith Personal Assistant (<i>minute taker</i>)</p>
1.2	Apologies were received from Julia Barnard.
2.	<u>Minutes and Action Log</u>
2.1	The minutes of the meeting held on the 3 rd May 2022 were agreed as accurate and signed off by the Chair.
2.2	The action log was discussed and updated.
3.	<u>Business and Finance</u>
3.1	<p><i>ACRO Income and Expenditure</i></p> <p>SF reported that the income and expenditure account for the financial year 2022/23 showed in the year, ACRO generated an income of £1,179,134 with expenditure of £1,200,912, giving a deficit for the financial year to date of £21,777. This therefore leaves £6,338,033 in reserves.</p>
3.2	<p><i>Forecast 2022-2023</i></p> <p>SF confirmed the forecasted income is £16,083,931, expenditure is £17,482,039 with a deficit of £1,398,108. This therefore leaves a reserve of £4,961,702. Furthermore within the reserve, the figure includes £1m for business innovation and growth, £1m for force funding reserve and £3.1m for a general reserve.</p>
4.	<u>Risk Register</u>
4.1	<p>The update on the Risk Register is as follows:</p> <p>ICCE44 – total score 16, no change</p> <p>ICCE45 – total score of 9, no change – LSt confirmed this risk can now be closed.</p> <p>ICCE46 – total score 16, no change</p> <p>IT29 – total score 20, no change</p> <p>IT30 – total score 12, no change</p> <p>IT32 – total score 12, no change</p>



	GDPR1 – total score 20, no change
5. 5.1	<u>Communications</u> PR informed colleagues that the team are assisting the OPCC with comms for the foreseeable. In regards to ACRO work, the team are pulling together the annual report in order for this to be signed off by September.
6. 6.1	<u>International Services and Intelligence</u> Closed session
7. 7.1	<u>Development</u> TM confirmed discussions are progressing with Australia as to a MoU with the UK and conversations are developing. The team are looking at the arrangements in place with Jamaica and the deportation and extraditions processes. Lastly RP and TR is in conversations to have the Exchange of Criminal Records Operational Group (ECROG) reinvigorated with the Home Office.
8. 8.1 8.2	<u>National Services</u> <i>Subject Access Review</i> LS presented her paper to all attendees. The purpose of the report is to look at streamlining the process by the introduction of a new application process, with the aim of reducing the cost of Subject Access within ACRO. Following discussion, it was agreed for the scoping of this proposal to take place by the CIT team to identify the technical options available to facilitate the proposal and the costs associated. Furthermore work with Information Management needs to start so that any change in process can be documented. All SMT agreed with this report and the recommendations put forward. LS confirmed NDU volumes are high and additional staff is being sought. The NDU compliance audit begins in June for the team. LS attended the COBIS conference and made some good connections for ACRO. In relation to PNC Services, April saw the highest level of income ever received at £113k, there are some vacancies in the team which LS is looking at.
9. 9.1	<u>Continuous Improvement Team</u> <i>EGRESS Implementation</i> CB spoke to her paper and discussed the high level points. The digitalisation of Police Services and the ICPC product would generate an approx. saving of £1.3m and would have significant benefits of producing a digital certificate for either product. The recommendations from the report are as follows: <ul style="list-style-type: none"> - A comprehensive and formal stakeholder engagement Strategy is needed and to be led by National Services. The purpose of which is to identify suitable pilot partners (potentially Australia and Canada), and then if a pilot is a success, further information on those that wish to consider adoption of a digital product. In addition to establishing an early identification of those partners that do not wish to utilise a digital product and understanding why this is the case. - ACRO CIT work with the National Disclosure team to develop of an efficient and effective process for delivering digital products from ACRO. - ACRO CIT to liaise with JICT to progress the support package required to move to a digital product and the timeline and requirements in order to upgrade from the existing email client. - ACRO CIT progress the purchase of ACRO’s own EGRESS Secure Workspace in order that it can be used to further the development of digital ACRO products. An additional benefit here would be that it could be used more short- term for larger pieces of new business work, such as the current APHIDS project.



	<ul style="list-style-type: none"> - ACRO to complete a business impact assessment and develop a HR Strategy, Finance Strategy and Communication and Publicity plan for a move to digital police certificates. This would be led by the business. - The proof of address requirement for the remaining National Disclosure products (Police Certificates and ICPCs) to be removed in line with Subject Access products, generating an saving of £171k. <p>The recommendations tabled above was agreed following significant discussion and CB will work through these accordingly.</p>
10.	<u>Information Management</u>
10.1	<p>KP informed colleagues that the case of YZ was recently in the Appeal Court, which found in favour of South Wales Police on the grounds that the following are lawful (i) MoPI, (ii) the NPCC Record deletion guidance, (iii) the 100 years rule. An ACRO service level agreement for legal advice was signed off at AITB. 4 compliance audits were signed off at AITB. The compliance audit products were signed off at AITB and the schedule, having since been amended was signed off by Tony today. IM have issue with recruiting, which is impacting on delivery. MOU's for Aphids and the FCDO are being progressed. (Aphids is a Home Office system, the MOU is between NPCC and the Civil Aviation Authority for ACRO to access Aphids data to onward disclose PNC data to the CAA), (The FCDO is the Foreign Commonwealth Development Office, the MOU is for ACRO to access their system). Data breach training will take place in June.</p>
11.	<u>IT and Service Management</u>
11.1	<p>JB was absent from the meeting so no update was provided.</p>
12.	<u>HR</u>
12.1	<p>The HR overview was circulated in advance to colleagues for their information. NS reported that Covid sickness was still high in April. The HR team are reviewing the health check survey results from staff and also looking at the leavers currently being processed.</p>
12.2	<p><i>Duty Officer Review</i> Closed session</p>
13.	<u>Any Other Business</u>
13.1	<p>There was no other business discussed.</p>
14.	<u>Next Meeting Date</u>
14.1	<p>The next meeting is on Tuesday 21st June 2022 at 0900hrs.</p>

