



National Crime Officers Association

Annual Delegates Conference

29th - 31st October 2019

Brighton

Dear Delegates,

Welcome to the 2019 Annual Delegates Conference (ADC) which for the first time, sees us debate future activity away from the North West. Whilst the facilities at Widnes served us well, we felt it was right to move to an alternative location recognising many reps had travelled long distances to the same location for 5 years.

Once again, we have engineered our CPD training to run with the ADC to deliver what we hope, will be an interesting 3 day event of learning and debate. You will see that this year we have focussed heavily on wellbeing and member support with esteemed guest speakers from the world of trauma resilience in UK Policing and Post Incident Procedures.

We are also delighted to have with us Kevin Bishop from the Police Rehabilitation Centre, who will be able to share with you some information on the truly impressive facilities at Flint House. It is worth reminding you that access to Flint House has been secured singlehandedly by your Trade Union and is now open to all NCA officers with the full endorsement of the Agency.

Recognising you all have busy roles within the NCA please accept my personal thanks for attending this event. I look forward to some lively debate and hope that our speakers are able to provide you with some additional information and signposting to assist you in the future when dealing with members.

Best wishes,

Simon Boon - General Secretary



PROTECTING THOSE WHO PROTECT THE PUBLIC



NCOA
National Crime Officers Association
The Trade Union of the NCA



PROTECTING THOSE WHO PROTECT THE PUBLIC

Reps Seminar - 29th October 2019

13.00 - Registration.

13.30 - Opening Address, NCOA General Secretary Simon Boon

14.00 - Dr Jess Miller, Research Fellow, Police Care UK.

15.00 - Tea/ Coffee

15.30 - Mark Williams, Chief Executive, Police Firearms Officers Association.

16.30 - Close.



Dr Jessica K. Miller
Research Fellow (University of Cambridge)

Director of Research at Police Care UK

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Dr Jess Miller leads the Trauma Resilience in UK Policing project, translating the latest neuropsychology into the reality of operational policing. She trains in trauma resilience and has produced the first ever UK prevalence rates for police PTSD. She brings 20 years' practical research experience to the project, including work in critical incident personal support, civil protection and preventing violent extremism.

Jess' current work includes: analysing and reporting on the *Policing: The Job & The Life* survey (2018); developing a new Police Traumatic Events Checklist (in collaboration with the Police Federation of England & Wales); designing and delivering a new train-the-trainer programme of peer-reviewed trauma processing techniques for operational policing; and advising on support for high-risk areas such as Counter Terrorism, Child Sexual Exploitation, armed response and call handling. Jess' collaborative research was covered exclusively in 2019 in January and in May by the BBC (Inside Out and headline news), and again by *Dispatches* (C4) in July. Her new material features animations, a short documentary and interviews with officers to bring new understanding of trauma processing in the brain to life for everyday policing on-the-job.

Background

After a diverse early career in health psychology, Jess went on to become Director of Studies at the University of Cambridge for the Faculty of Social and Political Science at Lucy Cavendish College in 2003 and tutored undergraduate social psychology for a further 3 years. In 2004, she left academia for more 'hands-on' work in civil protection, during which time Jess joined the management team of Cambridgeshire Police's Critical Incident Personal Support Team, training volunteers to support victims and their families through events such as terror attacks, transport disasters and epidemics. After a stint working in Preventing Violent Extremism in 2008, Jess relocated her research, running a 150-participant strong neuropsychological study at Bournemouth University to investigate the role of DNA in trauma processing in collaboration with Combat Stress, Dorset Police and the NHS. The research has been published in *Frontiers in Human Neuroscience* 2014, *Police Professional* November 2016, the *Neurobiology of Learning and Memory* and the *Journal of Clinical Medicine* in 2017 and underpins much of her work training UK police.

**Mark Williams - Chief Executive Officer
Police Firearms Officers Association (PFOA)**



Mark joined the Metropolitan Police in 1987, retiring in November 2013 to take up the position as the PFOA CEO.

In 2005 Mark, along with fellow colleague Jack Webb, found himself involved in writing a Post Incident Seminar for the Police Federation of England & Wales. At the same time they were representing Chief Inspector Neil Sharman and Police Constable Kevin Fagan who were involved in a fatal police shooting.

During the investigation into this shooting Neil and Kevin were arrested on suspicion of murder and a number of other offences. Jack mentioned there should have some sort of an Association to support firearms officers and recognise the unique work they do nationwide. Having spoken to senior Federation figures a plan was hatched to launch the Association. Initial plans to introduce 'NAPFO' to the law enforcement community were thankfully shelved quite quickly!

Due to events, not least Kevin and Neil's situation and then a number of other high profile incidents involving CO19 officers, the idea was put on hold. In the autumn of 2008, Mark and Mick Burke were representing colleagues involved in the Stockwell incident and mentioned to Mark about having an Association. Mark was able to highlight the initial work that had been carried out in 2005, and we set about setting up the Association.

Thanks to the assistance given by former Leicestershire Superintendent Tony Greenwood MBE, Mark was pivotal in forming the new Police Firearms Officers Association. The rest as they say is history.

The PFOA continues to grow from strength to strength both in membership and credibility within the Police Firearms community and of course the NCA, in which many members currently serve.



PROTECTING THOSE WHO PROTECT THE PUBLIC

NCOA Annual Delegates Conference 30th - 31st October 2019

Delegates Conference Day 1 - 30th October 2019

09.00 - Registration.

09.30 - ADC Opening, ADC Chair Nick Edwards.

09.50 - Financial Report, Derek Lloyd.

10.00 - Standing Orders Committee SOC Report 1

10.15 - Pay & Pensions A1 – A6

10.45 - Allowances A7 – A9

11.15 - Tea/Coffee

11.45 - Terms and Conditions A10- A16

12.30 - Equality A29 – A31

12.45 - Guillotine

13.00 - Lunch

14.00 - Kevin Bishop, PR & Communications Manager, Police Rehabilitation Centre, Flint House.

15.00 - Policy A17 – A20

15.30 - Tea/Coffee

16.00 - Policy A21 – A28

16.45 - Guillotine

17.00 - Close



PROTECTING THOSE WHO PROTECT THE PUBLIC

Delegates Conference Day 2 - 31st October 2019

09.15 - Registration

09.30 - Presidents Address – Simon Bashford, NCOA President

10.00 - Rep Recognition Awards – Simon Boon, NCOA General Secretary

10.15 - Health & Safety A32- A35

10.45 - Training A36 – A39

11.00 Tea/ Coffee

11.30 - NCOA matters A40 – A41

11.45 - Guillotine Section

12.15 - Closing Address – Nick Edwards, NCOA Chairman

12.30 - Close

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Category A Motions

Section 1 - Pay & Pensions

E1 (A1, A2, A3, A4 & A5)

In August 2019, the NCARRB published its fifth independent report on pay in the NCA. Besides making a number of recommendations, it made a number of comments which indicate that its independent assessment is that NCA pay needs to continue to reform:

'our discussions on the NCA strategy for pay reform takes into account of the NCA's aim to be at the pinnacle of law enforcement in the UK and its need to be able to attract and retain the best talent in order to achieve this. No-one was able to present to us a convincing long-term strategy for reform. As a result, we (NCARRB) had difficulty in understanding the strategic direction of travel of the NCA pay reform work. We are aware that the current years proposals represent the final stage of a 3 year plan, which we understand will be followed by a further stage of plans, to be shared with us next year. If the NCA is to achieve its aim to be the best, it needs to take a strategic, better resourced and long term approach to pay reform'. (paragraph 3.29)

The NCARRB further recognised that *'the turnover rate has continued to increase' (paragraph 2.58)*

On the recruitment of experienced officers, the NCARRB commented *'we note the concerns from the unions that the NCA's continued reliance on recruiting retired police officers who are already in receipt of a police pensions masks recruitment problems and negatively affects diversity. the number of candidates withdrawing during the application process (experienced investigators) and level of unfilled vacancies remain problematic and represent concerns that the NCA management needs to address ' (paragraph 2.55 -2.57)*

Ultimately the NCARRB recommended an average annual award for staff of 2.5%, a 2.5% increase in the London Weighting Allowance and supported the proposal to rationalise the payment of the Shift Allowance by revising it from 12.5% to 15%.

The recommendations were made against a HM Treasury set baseline increase to the NCA pay bill of only 1.7%.

Whilst it is pleasing to note that in contrary to previous years the Government accepted the recommendations in full having receiving additional information on affordability from the NCA, it should also be recognised that a 2.5% increase barely keeps pace with the current level of inflation.

Your NEC holds that pay reform in the NCA needs to be more radical and must have additional external funding. Proposals for 2020/21 onwards will need to

address to current imbalance between pay in the NCA and comparators in the Police and start to reconcile the years of both austerity and lack of pay progression.

The involvement of the NCA in the newly formed National Policing Board, which will support a more streamlined and fast co-ordinated recruitment programme for the Police and we must assume the NCA. The recent report from the Policy Exchange titled 'Rekindling British Policing' states 'an uplift in police officers needs to include a substantial uplift in capability to tackle serious and organised crime.

The NCA previously exposed chronic and corrosive effect of serious and organised crime in the public launch of the National Strategic Assessment and the case has now been made for strategic change at local, regional and national level.

This ADC should direct its NEC to use its influence in the pay consultation processes and lobbying capabilities to

- Make the case for the NCA to seek additional funding from HM Treasury to fund a fair pay offer in 2020/21, which will enable redressing current imbalances against comparator agencies.
- Make the case that all NCA officers receive fair consolidated pay uplift in 2019/20 of at least 5%.
- If the Spot Rate is to be the embedded process of recognising experience in the NCA, make the case that it be extended to all roles across all grades.
- If the NCA is to reduce the scales of pay across all grades, make the case that this is achieved by substantially increasing the minimums in each grade rather than reducing the maximum of the pay scales, something which the NCARRB have independently assessed as not appropriate
- Hold the NCA to account on transparency with its engagement of pay matters with the NCOA and its members.
- Ensure that the NCOA are appropriately represented at strategic engagement levels with HM Government.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A2

NCARRB submissions in relation to NCA pay considers the Police to be an appropriate comparator for NCA officers pay.

Great lengths are being taken to raise the minimum of pay bands and offer a spot rate structure for specialist skills in order to attempt to be comparable to

our police counterparts, and indeed this year upon announcing a 2.5% increase for the Police, the Agency made every effort to ensure we matched this.

Year on year however NCA staff at the top of the band find their pay capped, unlike the equivalent Police pay bands. Meaning pay for these officers remains largely unchanged and indeed likely amount to a pay cut in real terms. .

By continuing to cap the top of the band, the distance between NCA and Police pay will continue to widen, and indeed according to NCOA communications this has already created a 15% pay gap with Police colleagues sitting at the top of their own rank pay scale.

This is contrary to the stated aims of pay reform and serves only to demoralised and marginalise officers with specialist skills and/or experience that should be regarded as an asset to the Agency and its fight against the highest end of high risk, and often the most complex serious and organised crime.

This motion seeks ADC approval to instruct the NEC to engage with the Agency on the continued caps to the pay band maximums, constructively challenge any plans to continue to do so and gain some concrete plans on when and how the Agency will increase the maximums in line with Police colleagues. The NEC should report back in a timely manner.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A3

It is becoming increasingly difficult to recruit and retain officers at G3 particularly where G4 officer in the same team who are on spot rate can now be earning more than the G3 officer who is supposed to manage them. The Agency have been unclear about its plans for expanding the spot rate salary structure to more senior grades and the skills matrix that would accompany this so that officers can prepare and ensure they meet the requirements/meet the proficient standard as quickly as possible.

This motion seeks ADC approval to instruct the NEC to engage with the Agency about plans for expanding spot rate to G3 and other senior ranks, including when and what the skills matrix would include. The NEC should report back in a timely manner

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A4

For several years, the NCA has pursued a policy of shortening pay scales by raising the grade minimum and freezing the pay maximum. This has resulted in a significant real terms pay cut in the last ten years for those at, or near the grade maximum. Those at, or near, grade maximum have many years' service at their grade, pre SOCA, and are therefore at the older end of the workforce. As those in this position are more likely to be older in service, the NCA pay policy has an indirectly discriminatory effect on those older staff. As age is a protected characteristic under the Equality Act the NEC are instructed to engage with the NCA to stop this discriminatory practice with immediate effect. Should the NCA not comply then the NEC will obtain legal advice pursuant to seeking redress through an industrial tribunal.

MWW

Carried	Lost	Remitted	Amended	Withdrawn

A5

Whilst work has occurred in recent years to bring reform to grades 5 and 4, predominantly through the spot rate system, the same cannot be said for the other grades.

There is particularly an issue for officers being promoted from a spot rate position to a non-spot rate, whereby the 5% uplift is only being calculated from the non-spot rate pay scale. Promotion from a spot rate grade 4 will always have this issue, as there are no spot rate grade 3 roles. There should be a clear financial uplift to compensate for the officer taking on a new role, especially as there is very little (at present no) yearly pay rise on any grade scale.

Specific example:

G4 SR2 – £42,432 – 40hr working week + on-call duties (approx. £225 per month)

G3 – £44,371 – 37hr working week (no on-call duties)

£1,939 per year (£161 per month) difference for a promotion which is effectively a pay cut when the on-call payments are taken into consideration.

This motion seeks ADC approval to instruct the NEC to engage with the employer over its plans for reforming the pay structure for all grades, ensuring that there is a clear financial benefit when being promoted in order to compensate for the increased risk and responsibility that a promotion entails.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A6

Whilst much work has been done by the Agency to introduce spot rate for specialist roles in Investigations and Intelligence it is not currently clear what provision is being made or considered for technical teams.

Many of the roles on these specialist/technical teams require specific qualifications to undertake- industry recognised qualifications that externally would attract recognition through additional pay. Some specialist teams are being offered RRA to attempt to fill this gap but this is a temporary measure and is not pensionable. Whilst it is clear that the Agency could never match external salaries offered by the wider technical industry, that these are not currently accounted for in the Agency’s revised pay structures is disconcerting to those working on these teams.

This motion seeks ADC approval to instruct the NEC to engage the Agency on what future plans there are around pay for technical roles and recognising industry qualifications that do not fit the current spot rate matrix. The NEC should report back in a timely manner.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

Section 2 - Allowances

E2 (A7 & A8)

The issue of London Weighting of LSE offices remains a bone of contention for a number of members at those locations.

The current locations that receive London weighting are:

Crawley
Gatwick, Ashdown House
Heathrow Airport, Custom House
Slough
Spring Gardens
Tolworth
Vigo (Gillingham)

Currently without LW or other regional allowances:

Stevenage
Chelmsford (moving circa December from Felixstowe)
Solent

According to the NCA Intranet the purpose of London weighting is: "It is paid to reflect the overall cost of working in London, to which the cost of commuting is a contributing factor; in order to recruit and retain officers at key locations; and, to support and encourage flexibility and mobility between offices around London."

Stevenage and Chelmsford are geographically located "around London" and suffer from the same higher cost of living and commuting costs that other sites in the London region suffer from. Geographically Stevenage and Chelmsford would provide flexibility and mobility to officers based at other London sites, however due to the lack of London weighting/regional allowances, officers are unlikely to consider moving from other sites around London to these. These officers are disadvantaged by the lack of weighting, and their pay is not reflective of officers doing the same role in local areas.

Although Solent is not situated close to London, it has a high cost of living and it is thought that a regional allowance of some kind would help with recruitment and retention.

Officers living and working in London have a very high cost of living and travel and their London weighting is about half of the amount as those of the MPS, who also benefit from free or subsidised travel on top. Inner London members are leaving the agency at an alarming rate and a big factor is the pay and conditions and a significant increase to inner London weighting would also help with recruitment and retention. This weighting would also have no bearing on whether you have powers or not.

This motion seeks AGM approval to instruct the NEC to engage with the employer over London Weighting for “inner London” and for the London weighting or a regional allowance (“outer London) for the Branches which are currently not receiving this, highlighting other civil service of Police figures for these allowances. The NEC are instructed to report back to members in a timely fashion on their progress.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A8

Inner London weighting allowances are still far short of that the Met Police gain. The Met Police give their officers £2,373 per annum pensionable allowance and £1,011 non-pensionable allowance. On top of this they receive an additional £3,327 per annum non-pensionable allowance if they are not entitled to rent or housing allowance (which is not applicable to NCA officers that I know).

This latter allowance is pretty much the same as officers in Central London get, meaning that inner London NCA officers are over £3,000 worse off than that of London police colleagues and staff.

This motion seeks AGM approval to instruct the NEC to engage with the employer over the current rates of London allowances/weighting for inner London officers, living and working within the London catchment area.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A9

Officers are being put under increased pressure to be on call for various functions and responsibilities such as Authorising Officer and Project “C” as the Agency seeks a 24/7 response to more and more threats. Although some officers receive financial recompense for being on call, they still are being made to conduct what should be a voluntary function. For G2s they do not receive any financial recompense for being on call which makes this difficult situation even worse. Excessive use of on call is contrary to the Agency seeking a work/life balance and being considerate of officer’s welfare.

This motion seeks AGM approval to instruct the NEC to engage with the employer over the need to have so many officers on call at the same time for different roles and the adverse impact it has on this officer's work/life balance. Once plans are known, they should be publicised to the affected members and meetings held to explain the plans. The NEC should report back in a timely manner.

L & SE

Carried	Lost	Remitted	Amended	Withdrawn

Section 3 -Terms & Conditions

A10

The NCA is a 24/7 law enforcement agency, '*Leading the UK's fight to cut serious and organised crime*', and as such has staff working a full 24 hour shift pattern.

- NCA staff who are posted within the Control Centre are required to work a variety of unsocial hours, including Lates (until 22:00hrs), Nights (21:00-07:00hrs), Weekends and Public Holidays throughout the year.
- Control Centre staff currently receive a **15%** Consolidated shift allowance.
- The shift allowance the NCA pays does not match Civil Service comparators and/or Police Staff as per the Police Staff Council Handbook.
- We have lost trained, competent staff to other Home Office roles offering 27%, 38% and 41% shift allowances respectively.
- We have reached the point where the NCA are recruiting staff, training them within the Control Centre and then exporting them after a year/eighteen months to other Civil Service Depts. which pay significantly higher shift allowances. This cannot be a good business model for the Agency to pursue.
- The attrition rate for G5's within the Control Centre was 100% over a 3 year period (35 leavers, against 35 G5 posts, at the last Staffing Review).

This motion seeks ADC approval to instruct the NEC to engage with the employer over its future plans which relate directly to the Control Centre staff; specifically the commitment from the NCA in its Review of the deployment model and shifts, together with the associated allowances.

1. The shift allowance should be **significantly increased**, to match Civil Service comparators, thereby improving NCA Control Centre staff retention and workforce stability.
2. The full 'building blocks' of unsocial hours, Weekends and Public Holidays should be recognised, in addition to the universally accepted detrimental impact that shift working has on the individual, when the employer conducts the review of the shifts, and the associated allowance.

Following engagement with the employer the NEC should report back in a timely manner to its NCOA members within the Control Centre. Meetings should be held with the affected members to explain the employers' response and rationale for any dispute with the points raised.

North

Carried	Lost	Remitted	Amended	Withdrawn

A11

TI works a set shift system which starts at 0630 and ends at 2200 Monday to Saturday, with limited opportunities for flexible working. The Sunday hours are 1000 till 1800.

It is often a requirement for staff to work beyond the shifts into the night as well as the attendance of earlier starts in the morning to cover operational commitments.

There is no opportunity to pre book Christmas leave as for a full complement must be retained to ensure operational effectiveness likewise bank holidays are also required to be covered.

The NCA do not consider this a shift pattern as it is not three shifts, despite it being a routine two shift system which greatly impacts work life balance and the need for flexibility as required operationally by the NCA. There are other shift patterns which do not receive shift allowance (OCP).

This motion seeks ADC approval to instruct the NEC to engage with the NCA to identify a shift remuneration package to those who work unsociable hours and a shift pattern. This could be to consider lobbying for a separate shift allowance for those on a two shift system.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

E3 (A12 & A13)

In 2014 an Employment Appeals Tribunal (Bear Scotland Ltd v Fulton 2014 among others) held that holiday pay should include normal non-guaranteed overtime. A series of further cases has defined the requirement to payments for voluntary on call, voluntary call out as well as voluntary overtime and that they should be considered 'normal' pay if undertaken with sufficient regularity (White & Others v Dudley Metropolitan Borough Council 2016). The ACAS website gives guidance that this should be calculated with reference to pay received in respect of the 12 weeks prior to the holiday.

In April 2020, the government is changing the review period to 52 weeks. In practice (at the moment) forces, if Devon and Cornwall are the norm, calculate average pay over a three month period and pay an enhancement for any leave taken during the period. The NCA does not adhere to this requirement.

The NEC engage with the NCA and demand that the organisation adhere to the 4 year old Employment Appeals Tribunal decision with immediate effect.

MWW

Carried	Lost	Remitted	Amended	Withdrawn

A13

Following a series of important court rulings brought by unions it has been established that holiday pay must incorporate all pay components including a proportion of calculated overtime . Why is the NCA not doing this?

Stated cases:

Bear Scotland Ltd V Fulton

Sash Windows workshop v King

Patterson v Castlereagh Borough Council

British Gas v Trading Ltd

This motion seeks AGM approval to instruct the NEC to engage with the employer over the need to incorporate a proportion of overtime into holiday pay. Once plans are known, they should be publicised to the affected members and meetings held to explain the plans. The NEC should report back in a timely manner.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

E4 (A14, A15 & A16)

At the time of drafting this Motion the NCA Estates Strategy has not yet been published, (Fix 10, due late September), however Motions ratified by ADC historically, have repeatedly underlined members concerns about the lack of clarity sometimes evident in relation to the NCA’s future plans / commitment to retaining specific sites.

While the Estates Strategy may answer some questions, it is likely to raise lots of others, and in anticipation this Motion is submitted to ensure the NCA are aware of the high importance staff place on absolute clarity asap around this subject.

In the same way that it is vitally important the NCA has a short and long term strategy regarding its various sites, officers also need to have the information to make informed decisions in their personal life, (e.g. in relation to property purchases and moves, schools etc).

We therefore believe that it crucial to staff morale that the NCA commit to meaningful engagement regarding any implementation plans that are identified in the Estates Strategy.

Questions that immediately spring to mind, (absent the detail of the as yet unpublished Strategy), include: what will the Strategy mean to officers at each site; what input, if any, will the rank and file have particularly regarding any implementation process; what does the Strategy mean in both the short and long term at each site; and what will it mean for recent and future recruits.

This motion seeks ADC approval to instruct the NEC to engage with the employer in relation to the NCA Estates Strategy, specifically to obtain clarity as soon as possible as to the detail of what that strategy means at each site, and to ensure there is meaningful input from staff regarding any implementation plans.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A15

A number of NCA site leases are due to expire in the next couple of years with little clear communication to staff about these plans. The creation of super hubs, such as the South East Crime Campus remain unconfirmed.

In particular the Tolworth Branch is owned by the Agency as such may feature in future planning and could be seen as a viable asset to fund re-location plans.

Moving staff away from current sites has the potential to impact in a number of areas including increased travel times, child care issues, career progression and some may be forced move roles or indeed leave the Agency entirely. With some leases expiring in 2020, there is limited time for officers to plan for what could be significant career decisions or to start considering other limited opportunities, e.g. the 6 monthly lateral process.

This motion seeks AGM approval to instruct the NEC to engage with the Agency on their visions for estates. The NEC should encourage early full disclosure of options being considered; ensure enough time is being built into the process for

proper engagement with those directly affected and that officers will have sufficient time to make significant career decisions. The NEC should report back in a timely manner.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A16

The Director General has made it fairly clear that Spring Gardens site lease will not be renewed in 2026, what is not clear however is what the exit requirements for the site exist in the lease and therefore what date the agency will need to have moved all of its officers.

Whilst it is appreciated there may be a need to negotiate this with the landlord, it is important for officers currently on site to be given as much notice as is possible to plan their future with the agency- or not.

Decisions relating to where the Agency has offices and which teams are moved which locations will have wide-ranging implications for all officers on important areas of their lives. For example it will impact decisions about postings inside the agency, whether they need to move out of the agency entirely, whether to plan for commuting increased costs etc.) and whether or not, or where, to move or buy house.

For this reason it is imperative that clear and detailed plans are made available at least 24months prior to each teams need to move from this location (not end of lease).

This motion seeks ADC approval to instruct the NEC engage the agency to seek guarantees on the notice given to officers of the need to relocate, and to where. The NEC should report back in a timely manner.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

Section 4 - Policy

E5 (A17 & A18)

The NCA is currently undergoing mass recruitment across all areas of the organisation. Due to the higher turnover of staff at the G6 level, many of the vacancies relate to recruitment of support officers.

However, it has become apparent that many of the staff within the agency who work as G6's are undertaking roles that have limited opportunities for career development; have no retention allowance; and have wages which are not competitive to comparable police staff roles or equivalent AO civil service roles, - that often carry much less risk.

In many areas across the NCA, (including operations, intelligence and enabling functions), G6 staff are exposed to high risk, time critical work that is comparable or equivalent to that of G5 staff, (who are paid considerably more for doing exactly the same of work). This occurs elsewhere between other grades in the NCA, however only G6's lack a defined career pathway; benefits such as the retention allowance; and opportunities like inclusion on IOTP programmes and advanced training.

The current way the NCA fails to develop G6 staff denies them opportunities for self-development, and contributes to our staff retention problems. Some of the most hard working staff in the Agency are being let down by inadequate development, and they are leaving with vital skills because of inadequate pay.

This motion seeks ADC approval to instruct the NEC to engage with and challenge the employer to agree and implement:

1. A general review of the G6 pays structure. To include using spikes on the amount of experience; shift work; the amount of risk an individual role carries; retention issues; and making roles comparable to equivalently graded police staff. (To ensure support staff are paid proportionately and in accordance with the work they do, without limiting the work they are exposed to).
2. A clear and defined career development pathway for G6 officers. (This should include enabling G6 staff to work towards placement on IOTP, or equivalent training, re accessing development pathways to specialist roles, and assist with staff retention problems).
3. A review of the G6 role profiles where automation has occurred. (Automation and change of some functions has meant that some G6 roles in the Agency are transforming into increasingly similar roles to G5s, for considerably less pay).

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A18

G6 officers need to apply externally on promotion for the IOTP, currently there is no internal process for them, unlike for grade 5s. This would promote a greater sense of inclusion and make it clear to the NCA that they have started a career not just taken a job. It is not fair that current NCA officers must sit a Civil Service Judgement test to apply to the NCA before anyone from the NCA sees the application.

This motion seeks AGM approval to instruct the NEC to engage with the employer over the fairness and inclusion of G6 officers across all agency procedures including internal promotion exercises, and to seek an entry route internally for G6s into the IOTP or other externally run promotion exercise and to report back to members in a timely fashion on their progress.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A19

Currently the only option for an NCA officer with no NCA recognised specialism to be promoted to a permanent role is to proceed via the external Business Support Campaign. This means NCA officers are in constant competition with members of the public and do not have a pathway to promotion within the agency, making it much harder for these officers to move to the grade above.

Disadvantages to existing internal applicants replying to an external campaign include greater number of applicants than if the campaign was internal; and successful applicants taking much longer to be placed since, besides the longer waiting list, successful internal applicants could feasibly be placed on the postings list behind successful external applicants needing security checks, etc. Also, other internal campaigns such as the lateral moves campaign may take precedence over the external campaign, (this is what happened this year although the NCA policy does not specify internal campaign should take priority over external).

This motion therefore seeks ADC approval to instruct the NEC

1. To engage with the NCA in order to identify a new progression pathway for internal officers with no specialism;
2. To improve the current process ensuring internal candidates take precedence over external ones when dealing with external campaign results;
3. When an external process has been run, to then those internal NCA staff who successfully make the reserve waiting list in that campaign should be given precedence over those internal campaign candidates who have been successful in a separate internal process that post-dated the external process.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

E6 (A20, A21 & A22)

A much needed review of the current NCA Operating Procedures for how Misconduct and Discipline matters are investigated should be a must for the agency.

Your NEC has shared not only the findings of its own Member Misconduct Survey (including free text) with the agency. Members underlying concern that ‘recognising the need for misconduct investigations to take place, there was insufficient cognisance by the agency of the impact on officer’s wellbeing. The survey demonstrated that NCOA members felt that their employer:

- The NCA failed to provide an overview of the misconduct process at the commencement of the investigation/ service of LOI.
- The NCA did not offer appropriate support at the commencement of the investigation.
- The NCA did not keep the members updated on the status on the investigation at regular intervals.
- The NCA did not respond in a timely fashion to correspondence / requests submitted on their behalf.
- The NCA did not provide sufficient disclosure of relevant information prior to interview.

- The NCA did not provide sufficient disclosure of relevant information prior to disciplinary panel
- Members found that they were given sufficient time to prepare for interview.
- Members were given sufficient time to prepare for panel.
- The NCA did not have effective oversight, management and review of the investigation.

Additional comments included:

- *'I was not arrested but was not told until 7 months after my suspension that any criminal charges had been dropped. I then had to wait a further three months for ANY disclosure and had no idea what the exact allegations against me were. This is not a reasonable period for disclosure and goes against ACAS guidelines.'*
- *'during this meeting (with PSD) I was told that I could not attend the following sites XX, XX, XX, XX. I was not told whether this was a suspension or restriction or who had made this decision or why. I was told I could not speak to a large number of people – again I was not told why this was the case or who had made the decision. I was given no information as to why these restrictions were placed upon me, when they would be reviewed or stopped. I was told that I had to leave the site. I found this very upsetting – I had to leave my job as XX – this was embarrassing to me and impacted on my morale,'*

Whilst the Police Federation have now been engaging with the Home Office and the NPCC on proposed changes to Police Misconduct Regulations , it is clear that all parties including the IOPC are keen to move to a learning culture rather than the current blame culture.

The NCOA await formal engagement on potential changes to the NCA (Complaints and Misconduct) regulations 2013.

Subject to ADC approval the NEC will seek a consistent approach in how Misconduct and Discipline matters are perceived by both the NCA and the Home Office and any legislature and operating changes should be underpinned by the cultural changes as identified by our members in our survey.

The NEC is instructed to engage with the NCA regarding a review of Misconduct and Discipline and engagement with the NCA and Home Office on any changes to the Misconduct Regulations. The NEC should seek that agency adopt a learning culture rather than blame culture in how misconduct is dealt with. Officers should no longer fear reporting genuine mistakes, rather the agency should learn from such mistakes. Single matters of misconduct where officers make genuine mistakes often as a result of excess workloads and other external factors should be treated with understanding and empathy. Suspension should only take place in the most exceptional of cases and last only as long as necessary.

The wellbeing of officers should be the primary concern of the agency when dealing with misconduct matters which should be dealt with fairly, timely and transparently.

The NEC should report progress on this motion

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A21

Currently PSU investigations appear to lack the transparency, controls and measures which a professional criminal investigation would have to adhere to. Once such important measure which seems to be missing is facility for officers to be able to provide a “defence” statement as a response to the provided “prosecution” evidence post PSU investigation and before Panel.

There is the opportunity to provide a response to the initial allegations, (which in themselves can be incorrectly phrased, or so general in structure and allegation that it is almost impossible to provide a sufficient response without knowing the whys and wherefores), but following the investigation by the appointed PSU investigator and their compilation of “evidence”, this is provided as a hearing pack to the accused.

Once the accused and a Rep has had a chance to look at the evidence pack there is no recourse to provide a defence response which might point the investigator to other lines of enquiry. (Indeed one investigator, when presented with a number of queries, including questions over the validity of what was produced in evidence, responded with “The PSU investigation is concluded and we await a panel date.”)

This needs to change. A right of reply for an accused officer when served with PSU investigation evidences. Are entirely likely to speed up the investigation process and remove the need for some panels. A suggested approach would be that following receipt of the hearing pack the officer under investigation has a period of time within which to respond to the evidence/information.

The investigator/PSU can then look at that response and produce a better, more rounded, investigation. The hearing pack for the panel could, in some cases, be more succinct because of this, and in some cases may actually put a stop to a needless investigation before it goes to a panel.

This motion seeks ADC approval to instruct the NEC to engage with the employer to reform the process for Professional Standards investigations to include a Defence right to reply to a PSU investigation evidence pack, which the PSU investigator is obliged to give due regard to, before referring all to panel.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A22

One the NCA’s key values is Transparency. However many members feel that there is a lack of clarity from with the Professional Standard Unit as to how they and the Case Administrative Bureau decide what level of severity they should treat their investigations (i.e. Gross Misconduct / Misconduct / Minor Misconduct) when investigating disciplinary matters.

It is considered that the current policy (Discipline and Misconduct HR05) is vague and unclear. Members who find themselves under investigation often question why it is that the PSU have reached the conclusions that they have.

Many other law enforcement agencies have published policies which explain how thresholds are reached and what informs their (the PSUs) decision making when determining the severity of the investigation.

Please can the NEC engage with the NCA management and establish if more transparency can be provided by the PSU in how they make their disciplinary assessments. The NEC is instructed to report back when negotiations conclude.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A23

A recent gross misconduct case identified flaws in the discipline and misconduct process that left both the member and the NCA vulnerable. It was clear from the case papers that the agency had a desire to vigorously pursue the matter, however assessment by the appointed NCOA rep identified serious flaws in the evidence, process, and fairness in proceedings (supported by case law), that were going to be exposed during the subsequent panel hearing.

To proceed to panel was not in the best interests of the member, nor that of the NCA when they were in breach of their own policies and governance around misconduct investigations. The offer by the NCOA for a pragmatic, without prejudice meeting with the agency (prior to panel), to discuss the case and appropriate disposal, (i.e. the offer to accept a final written warning), was declined as there was no scope within the discipline and misconduct Operating Procedure to have such discussions.

This region believes that it is fair, transparent, cost and labour saving, and eminently sensible to have scope for such discussions in all discipline and misconduct cases.

This motion therefore seeks ADC approval to instruct the NEC to engage with the employer to review the discipline and misconduct policy, and Operating Procedure and update these to allow, (where appropriate), pre-panel discussions/negotiations on case disposal, so improving efficiency; in some instances avoiding the requirement for a full panel hearing; and avoiding undue stress being imposed on the member.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A24

Once a year the NCA's senior management team become exercised by the prospect of our staff survey, and all are encouraged to participate.

Ostensibly by this means staff can supposedly feed up their views on the organisation, its aims and objectives; managers local and senior; personal experiences re bullying; and personal satisfaction/wellbeing.

It appears to be a source of some pride to the SLT that our response rates are

high, unsurprising perhaps that a group of opinionated law enforcement officers are prepared to give you their views on various subjects.

Increasingly however it appears to members that completing the Survey is something of a pointless exercise. It is designed to be a general survey of all CS departments and in that sphere the NCA is an oddity! Members report feeling that the questions asked are too generic to actually allow them to honestly answer (e.g. questions re "senior manager" – does this include your immediate manager (great), or the manager 2 grades up (poor)), and leads them to wonder does the NCA actually want to know the truth from the perspective of our rank and file?

The generic nature of the Survey also allows for generic responses from our SLT, (e.g. increased visits from SLT at all sites); which in practical terms changes nothing.

Members feel that if SLT want a meaningful response from NCA staff then we need a bespoke staff survey, designed to identify problems relevant to our Agency and work. Questions posed should be phrased to enable staff honestly to feed up issues and problems, and assist the NCA in identifying and resolving these problems, without requiring the SLT to engage in yet another series of whistle-stop tours of the UK, (thereby making significant T & S savings).

This motion seeks ADC approval to instruct the NEC to engage with the employer in relation to designing and implementing a bespoke NCA Staff Survey, which is relevant to our work, and specifically designed to identify problems so allowing our SLT to implement changes we can immediately see and that will improve our workplaces, and Agency, for the better.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A25

The grievance process takes considerable time and is both administration and resource intensive for those involved in the process. This can have a detrimental effect on the mental health of all parties concerned and on their effectiveness within the workplace.

This motion seeks AGM approval to instruct the NEC to engage with the employer, in order to review the current grievance process and to seek a more streamlined approach to grievances. Once plans are known, they should be

publicised to the membership and the NEC should report back in a timely manner

MW&W

Carried	Lost	Remitted	Amended	Withdrawn

A26

The investigation of those who abuse and/ or exploit children is quite rightly a priority for the NCA. These crimes are abhorrent and significant resource should be given to law enforcement in the UK to not only trace, investigate and convict the perpetrators but also significant resource is provided to safeguard vulnerable children. The recent announcement by the HM Treasury that an additional £30 million is to be given to UK Law Enforcement to investigate CSAE crimes is to be applauded and it is likely that the NCA will receive a significant increase in funding from this budget.

In April 2019 the NCOA formally advised the NCA that it sought formal engagement on a review of NCA Operating Procedure: Exposure to Child Abuse Material HR08 OP09 (v3).

This Operating Procedure was last reviewed in 2014. The current OP is based on ACPO/NCS Guidelines from 2003. Since the last substantive review of this OP, the scope and complexity of how criminals produce and distribute the indecent images of children had changed. The manner in how and who within the NCA investigates these crimes has also changed. The provision of Occupational Health and Psychological support within the NCA has also changed. The current OP therefore needs updating and revision.

The Agency has now indicated a willingness to implement a policy whereby all officers newly recruited; or those who are transferred or promoted from within the agency into roles within Intelligence, Investigation and Threat Leadership functions; are considered to have consented to working on CSAE related material by accepting the role and therefore could be posted to such a role¹. According to College of Policing guidance (2019)² best practice in recruiting to these roles is on a voluntary basis and should be done so in a manner that ensures officers have a clear and realistic understanding of the nature of the role and the associated challenges. Additionally, studies show the level of clinical distress working in these roles is significantly higher than those of the general public and higher than colleagues working in other roles. Whilst personal

¹ All recent internal and external job adverts details this to be the case/ draft OP

² Supporting the Wellbeing of Internet Child Abuse Teams

resilience has been shown to wear down eventually; those who have volunteered for the role tend to have tenure of about 4-5 years.

By arbitrarily posting officers to work in such roles, the Agency are arguably not affording officers the opportunity to be fully briefed on the true nature of the role; have the potential to negatively affecting retention rates and have significant potential of causing mental distress. At a time where the Agency is already suffering retention issues, and are to be championing mental health issues, surely the potential effects of this policy is in direct contradiction to these aims.

This motion seeks ADC approval to instruct the NEC to engage with the Agency regarding this current recruitment practice. The NEC should seek that any changes to the operating procedures on how CSAE is investigated in the NCA and officers are supported and their wellbeing managed is in line with the latest guidance from the College of Policing.

The NEC should report back in a timely manner.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A27

Officers in a Spot Rate role who successfully achieve PIP2 accreditation are required to maintain a CPD record sheet which is subject to Line Management oversight and sign off. The purpose of this document is to ensure that an officer, having gained the skills and abilities to achieve accreditation does not allow them to lapse.

Due to the vagaries of the system it is quite possible that an officer will achieve PIP2 accreditation but not go onto Spot Rate immediately; sometimes allowing a year or more to elapse before opting for it.

At this time, despite having been signed off as PIP2 and maintaining the requisite CPD record to demonstrate the skills they have gained in achieving accreditation are still current and relevant; officers are being asked to submit a full portfolio.

This level of bureaucracy inevitably leads to wasted time and effort.

This motion seeks ADC approval to instruct the NEC to seek agreement with NCA that officers who already have PIP2 accreditation and – through their CPD record - line management confirmation that they are still utilising and maintaining the

required skills; are able to move onto Spot Rate without the unnecessary submission of further paperwork.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A28

The NCA skills matrix for Investigations is currently inextricably linked to PIP2 accreditation. With the introduction of the DIT/DOT model, there are roles within DOTs which don't require officers to become PIP2 Investigators and, as such, it is possible that an officer on a DOT could never progress beyond the 'developing' spot rate 1 at both G5 and G4 and still perform all the functions of a DOT officer competently.

This also impacts on external recruitment from policing; the direction of travel being that PIP1 level investigators are being assigned more frequently to surveillance roles.

The NCOA therefore instruct the NEC to engage with the Agency to review the skills matrix to reflect the changing nature of roles within the NCA and to allow for officers who are not PIP2 Investigators to progress through spot rates more readily.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

Section 5 - Equality

A29

During recent lateral moves and internal promotions where an officer is on an AWA and/or WPA (sometimes due to a disability or medical condition), the specific conditions of that officer need to be considered against the vacancy.

For instance, during the last Lateral Moves Campaign 2019 officers who disclosed being on an AWA at the time of making the application were posted to vacancies in departments where AWAs are simply not accepted. Although the candidate met the criteria required for the position, the fact that the officers were on reduced hours AWA meant they had their lateral move cancelled. There was no specific process to consider the reasonable adjustments of the officers, nor was timely contact made for discussions to take place in regards to this, ensuring officers could, for instance, be moved as part of the backfilling exercise.

The lack of procedure for these specific cases cause distress for the officers who notified their current departments they were moving to then having to retreat, staying in their original roles. The NCOA are requested to negotiate on behalf of members to ensure:

1. When matching officers on AWA against lateral move vacancies, ensure a process is commenced to consider the specific circumstances of that officer by the new management.
2. That the agency be challenged on their current position of imposing blanket bans on AWA's.

The NEC is asked to report back on progress in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A30

New officers who have protected characteristics can require reasonable adjustments to be made in order for them to carry out their duties. Line managers often do not know there is a requirement for reasonable adjustments until the new officer arrives in their department. As a result, there can be substantial delay in acquiring the changes to the new officer's work place, which can lead to considerable frustration for both the new officer and their managers.

This motion seeks AGM approval, to instruct the NEC, to engage with the employer and to explore mechanisms which allow the NCA Occupational Health department to divulge (with the new officer’s permission) the reasonable adjustments required, to line managers of new staff who require changes to complete their role. If this is agreed, the NEC should report back in a timely manner

MW&W

Carried	Lost	Remitted	Amended	Withdrawn

A31

Part Time Working to be offered as an option for all posts (unless not viable in specific teams)

At the recent Proud to Protect Events, a question was posed from the floor to the NCA Director General about the lack of part time posts available throughout the Agency. The DG confirmed that the starting point should be the option of part time work should be available for every post (except for some specialist teams, where it would be unviable).

Despite this, the NCOA are aware of several operational officers having their AWA requests denied with the reason given that “it is not possible to fight crime for 3 days a week”. Ideally these officers wish to take up part time roles, but this is not currently an option for surveillance officers, hence the submission of AWA requests. All of these officers have been returning from maternity leave and are left with the choice of working full time or being moved to another department. It may be that this stance to routinely refuse flexible or part time working requests is discriminatory on the grounds of gender.

If part time roles were made available to all officers, this could help to ensure diversity for surveillance teams – the lack of which was also raised during the Proud to Protect events; and would also go some way to stem the flow of skilled officers leaving the Agency.

The NEC is requested to explore the issue of part time working and should report back in a timely manner.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

Section 6 - Health & Safety

E7 (A32 & A33)

Health and Safety legislation underpins a major commitment that an employer has to its employees, and is in fact the strongest employment legislation there is. An employer has a duty to keep its Officers safe in the workplace and this is a fundamental right.

The NCA is a large employer with in excess of 4,500 Officers. It has a multi-faceted estate – large buildings with hundreds of staff, smaller buildings with a handful of staff, old buildings, new buildings and shared buildings with partnership arrangements. Covering both operational and non-operational activity, NCA officers carry out a range of differing roles – some involving high physical risk, high psychological risk, or elements of both. Whatever the role, background or geographical location, ALL officers deserve Health and Safety to be at the heart of the NCA. Various health and safety work has been undertaken, it is vital that the basic H&S framework and in particular effective communication and escalation routes are enhanced.

Over the last couple of years, health and safety reporting and escalation routes have been less clear and therefore more difficult for officers to know how to report and escalate a health and safety issue. It is not clear which roles carry health and safety responsibilities. There has been a temporary loss of experienced health and safety advisors of around 40% (due to promotion, retirement and recruitment challenges).

All sites should have local premises user groups where health and safety issues can be raised by officers and can be escalated should they need to. However these are not run consistently. Whilst the Health, Safety and Wellbeing Working Group has been re-established and chaired by a Director, the NCA no longer runs the Health and Safety Working Group and the National Premises Group. Therefore it is difficult for officers to feel confident that issues raised will be escalated in the right way and to the right people.

The lack of knowledge around roles and responsibilities and the lack of strategic oversight does not fill our members with confidence that H&S is at the heart of the NCA.

There have been multiple examples of issues raised that have had significant delays because of escalation routes and channels. This demonstrates that when there is a health and safety issue, the reporting and escalating lines are not always effective. This cannot be acceptable.

This motion seeks ADC approval to instruct the NEC to engage with the employer over creating and communicating clear lines of H&S responsibilities,

reporting and escalation, to ensure that an NCA officer knows exactly who to contact should they be concerned about an H&S issue.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A33

Given duties for the Health & Safety of employees is a duty under law, the basic provisions for the Agency HQ appear to be severely lacking.

The Site Specific Critical Incident Management Plan (SSCIMP) uploaded onto the intranet is a draft (and has been, since at least December 2018). The document contains significant and numerous omissions such as out of hours contact numbers, and comments on the document, such as "???? Is this number correct?". It would make one question whether any of the names/numbers that are included are up to date.

There are also no indications that other evacuation drills other than standard fire evacuation to Vauxhall pleasure gardens- have ever been completed. This is despite the issuing of security alerts of targeting of police officers/sites.

There is no current list of names/locations of First Aiders or Emergency Incident Wardens- so in the event of an incident it is not clear who is currently trained or who to contact. Nor is it clear if there is sufficient numbers of both to adequately cover the site.

There does not seem to be any coordination or review meetings for either First Aiders or Emergency Incident Wardens, to ensure on-going learning, ensure sufficient site coverage and ensure all know reporting and escalation procedures- which are also not clear.

The DSE assessor list appears to be dated 16/07/2014 so it is not clear if these are current.

The last Premises Group meetings uploaded to the intranet in also from 2014.

Whilst it is hoped that some of this is a matter of simply not updating the intranet or a lack of proper communication; that the SSCIMP is incomplete and that recent fire evacuation appear not to be co-ordinated with little visible wardens and no other evacuation seems to have been attempted in recent time (last 2 years), would suggest this that H&S at Spring are inadequate and not up to date.

This motion seeks ADC approval to instruct the NEC to urgently engage with the agency about reviewing Health & Safety plans and provision at Spring to consider if they are adequate. The NEC should report back in a timely manner.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A34

NCA operational staff encounter conflict situations with subjects of our investigations and occasionally with the public when witnessing an offence.

The metropolitan police federation recently surveyed their officers and in total 97% said colleagues should be allowed to routinely carry Taser devices.

This motion seeks AGM approval to instruct the NEC to engage with members on this subject, to establish the appetite for such personal protective equipment to be issued; and to engage with the employer about the viability of such PPE being issued.

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

A35

Last year a large number of NCA Fleet vehicles were fitted with electronic telematics devices but due to technical issues with Browse down they have not been switched on. The Agency states that telematics will save it a great deal of money, but members are worried that the data for the location of the vehicles will be held by a private company in the 'cloud' something that could potentially jeopardise their personal security as it will highlight their home address. The delays due to IT issues have only increased officers concerns about the robustness of the IT systems.

This motion seeks AGM approval to instruct the NEC to engage with the employer over how telematics data will be used and stored. Once plans are known, they should be publicised to the affected members and meetings held to explain the plans. The NEC should report back in a timely manner

L&SE

Carried	Lost	Remitted	Amended	Withdrawn

Section 7 - Training

A36

There is unlikely to be any more stressful work scenario than when an NCA officer is involved in an incident which involves a death or serious injury and an NCA senior leader elects to call a Post Incident Procedure is adopted.

Officers who are witnesses, will be advised on rules on conferring and in some cases given anonymity, consideration might also be made as to separating some officers from their colleagues.

When the NCA deploy firearms officers a cadre of Post Incident Managers are stood up to any incident relating to the discharge of a firearm. Suitably trained NCOA Reps also support the deployment.

All firearms officers receive training in Post incident Procedures.

The same level of awareness is at present not available to vast majority of NCA officers. Following incidents involving Death or Serious Injury to a member of the public following Police/ NCA engagement. Moreover, NCA officers are not trained in the complex procedures following such an incident.

The NEC therefore seeks approval from delegates to request that the NCA provide awareness training to NCA officers to ensure that they all are aware of the Post Incident Procedures.

The NCOA remain committed to working with the agency to deliver such training, recognising that NCOA Reps perform an important role in not only gaining access to legal advice but also providing welfare support.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A37

The Civil Service ambition is to be one of the most inclusive employers in the UK by 2020, and by 2030 it is anticipated that 40% of the workplace will have a long term health condition, (hardly surprising as staff are now expected to work well past the traditional retirement ages).

The NCA is being held up to other government Agencies as having really tried to 'level the playing field' ensuring all employees can be themselves and thrive at work. – The NCA SEF groups have played a huge role in securing that reputation.

Building on this and making ours an Agency where we have an honestly inclusive culture, is I suggest an ambition we need to actively nurse and encourage going forward. To do this I believe we need to tackle the sometimes thorny issues surrounding workplace adjustments; what are they and what is reasonable; who are they for; and understanding non-visible disabilities and conditions, and/or conditions that impact in the workplace.

The issue of Workplace Adjustments is being taken extremely seriously in the Civil Service, who have set up a UK wide "CSWAS" – Civil Service Workplace Adjustments Service, offering advice and guidance sensitively and in confidence, to "*improve the standard and consistency of workplace adjustments across the civil service*". As Reps we can only applaud and welcome this enlightened approach, since most of us can probably speak to occasions where colleagues and friends, particularly those with non-visible disabilities and/or conditions, have been treated poorly (and in some cases appallingly), by managers who just didn't understand, - initially recognising only a performance or capability issue.

I believe that NCA managers (and NCOA Reps), often fail to take full advantage of the experience and excellent advice available from our own NCA DNAG (Disability Advisory Network Group). Here we have a group of people who live with various disabilities and conditions, or have experience of how such can affect people in the workplace, and knowledge as to how, often very simple, changes or adjustments can significantly improve how a person is able to do their job.

DNAG have compiled presentations that can help managers/Reps to understand how they can identify disabilities and conditions whether visible or invisible; how to manage and help staff suffering in the workplace because of these; and what the NCA has, or is doing across the UK by way of workplace adjustments.

DNAG members want to help, and are keen to give back constructively to the NCA, so why is their expertise and experience not a standard part of the training of NCA managers, (and indeed NCOA Reps).

This region believes that formally incorporating a DNAG contribution into managers and Reps training, (however minimal), can only benefit the Agency, our members, colleagues and friends. It need not be onerous, and even if all that is taken away from the training is a thought to consider talking with DNAG before implementing that PIP or drafting that Grievance, ultimately that can only be to the benefit of all concerned.

This motion therefore seeks ADC approval to instruct the NEC to engage with the employer in relation to designing and implementing a mandatory Disability Awareness training package for NCA managers to improve understanding of disabilities and or conditions (visible and invisible), and emphasise the support and guidance which is available through DNAG.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

A38

NCOA Representatives are often tasked with supporting members when they are at their most vulnerable, experiencing a traumatic and difficult time. As their employer for our members, the NCA has a duty of care toward these officers.

Recent NCOA cases have highlighted the difficulties this poses to our reps and the vulnerabilities we have as a Trade Union. NCOA Representatives have a duty of care to our members. We must ensure that we protect both our members and our representatives by providing suitable training.

Specialist organisations such as Police Care, The Police Federation of England & Wales, The Red Cross, Oscar Kilo and The North West Police Benevolent Fund offer Mental Health and suicide awareness training specific to law enforcement.

The NEC is requested approach the NCA to negotiate and secure funding for our representatives to undertake such training and should report back in a timely manner.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A39

We operate in challenging times where the pressures of investigating serious organised crime remain high. Increased volumes of crime, Brexit transitional arrangements and the professional (and sometimes personal) difficulties arising from involvement in CSEA investigations, are just a few areas where the stresses and strains imposed on staff continue to escalate.

The Agency is not able to deliver its own Well Being Training as there are only 3 officers in the Agency authorised to deliver the training. One trainer is likely to be on long term sick and the other two are in CSE RB which is subject to a Gold Group (1 of the officers is due to go off on paternity). With the existing constant changes being implemented across the Agency, and the added potential change & uncertainty of Brexit, the Agency needs to bolster its resilience by engaging

with L&D to effectively deliver this training (whether it be via L&D or in house trainers).

This motion seeks ADC approval to instruct the NEC to engage with and challenge the employer to agree and implement an achievable, cohesive plan to deliver Well Being Training across the Agency during 2019/20.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

Carried	Lost	Remitted	Amended	Withdrawn

Section 8 - NCOA

A40

The UK's decision to leave the EU raises many questions around free trade, free movement and border controls but, it also raises questions of concern over workers' rights. For those under the age of 46, you will have no knowledge of life outside of the EU umbrella.

Aside from how the decision will input on your day to day role in the NCA (data sharing, information and law enforcement collaboration), the UK departure from EU could see a divergence of regulations between the two.

In the first instance, the EU Withdrawal Act will transfer all current EU law into UK law . . . much like a TUPE or COSOP transfer, but afterwards any amendments to UK law will not have to take cognisance of our European lawmakers.

So what laws do we use every day that are solely down to EU legislation?

Working Time Directive Regs: Protects young people from being exploited and adult workers from working in excess of 48 hours a week (whilst allowing law enforcement & emergency services to derogate from the regulations as appropriate) and provides a legal entitlement to holiday pay and time off.

Equal Pay: has been enshrined in EU law since 1957 but British government had refused all attempts to introduce same protections until EU intervention.

Maternity rights and equality of opportunity for black, disabled, and LGBT workers

Health & Safety: 41 of the 65 new Health & Safety regulations that became law between 1997- 2009 came directly from EU law.

It is not the millionaire MPs from all sides that currently occupy the cabinet / shadow cabinet seats, that will suffer in the event of erosion of UK Workers rights but the people like yourselves, your partners and children, who will see the impact on their day to day life and living wage. Already today, your union is involved with negotiations over changes to Redundancy payments and the detrimental Pensions changes to civil servants.

This motion seeks delegates to commit the NCOA executive to stand with other trade unions to challenge any erosion of workers' rights and ensure that we engage government over any attempts to:

1. Reduce workers' rights whether directly or indirectly affecting the National Crime Agency
2. Guarantee rights of EU citizens working in the UK (some for NCA) and those of us working abroad

NCOA should challenge any decision to change workers' rights and keep the issue of job protection, and pay high on the political agenda of NCARRB and other government negotiations.

NEC

Carried	Lost	Remitted	Amended	Withdrawn

A41

There is a lot of information available via media outlets, social media and certain organisations regarding the impact that humans are having on our (only) planet. Yet there is reluctance at many levels to make improvements in order to reduce our impact and make humans more environmentally friendly and more accountable for their actions. Yes, individuals can do many things to reduce their personal impact, but often it can feel like one is fighting a losing battle. After all when there are 7.3 billion humans on planet earth one person not using single use plastic is neither here nor there.

The NCA does have a sustainability policy. It is six pages long. As an example of other policies the NCA acceptable use policy for IT systems is 12 pages long. Yes, acceptable use of IT is important, but does it require twice as many pages as the policy for how we should be looking after our environment? Part one of the sustainability policy states:

1. This policy document is not currently supported by operating procedure.

This is quite disappointing.

The policy covers all the important aspects of looking after our environment, but appears to be written in a very general way as a response to the government saying "we must do something" without actually knowing what that something is. It talks about making staff aware of their impact, etc. but is there actually any evidence of this taking place? Yes, there is an intranet page but it lacks detail and is very general. It doesn't give any information regarding what the organisation has actually done, or specific examples.

"Could do better" might be written on the end of term report.

A suggestion was made to the sustainability team that a staff group be set up of like-minded people who could act as SPOC's across the agency, to gather ideas, make improvements, etc. Often those with a passion for something are those best placed to push for change. The response was disappointing, with an "I don't have time to manage a staff group". This missed the point that the staff group would be doing a lot of work, and just feeding back into the sustainability team.

The first sentence on the National Crime Agency webpage includes the phrase “protecting the public”. At the moment the public is not doing a great job of protecting themselves from the pollution caused by plastics, pollutants and waste products. And whilst we are a law enforcement agency it might not be too long before there is no public to protect. Therefore we should be thinking about how the agency and its staff impact planet earth. Obviously this should not be our number one consideration, but we need to be making changes where we can, looking to the future, looking at best practice, new ideas, more efficient and environmentally friendly ways of working, and to promote, advertise and encourage that amongst the staff.

Law enforcement training teaches us that our actions need to be proportionate, necessary, reasonable, justifiable and legal and that we are accountable for our actions. Ideally we want to ensure that, where possible, our actions are also environmentally friendly and efficient. Efficiency brings savings, in terms of finances and energy, plus can improve the welfare of staff (both physically and mentally). Examples of being more efficient can be utilising VTCs instead of physical meetings, or employing couriers to travel between sites and forensic providers, rather than sending many staff all over.

This motion seeks AGM approval to instruct the NEC to engage with the employer to revamp the sustainability policy, to create a staff group to increase staff awareness, including providing data on energy usage, etc., and to improve its environmental credentials.

North

Carried	Lost	Remitted	Amended	Withdrawn

Category B Motions

B1

The NCA travel and subsistence rates have remained unchanged for years, and are simply not enough for officers to buy a nutritious and healthy meal.

In particular Belfast members travelling to and from the mainland in a day and therefore obliged to travel by plane, with very limited time to get to and from appointments, are normally limited in their choice to purchasing food at airports. Regardless of whether receipts are produced, legitimate claims are not always allowed and officers consequentially find themselves the poorer.

Furthermore the qualifying conditions attached to subsistence claims are inflexible in relation to officers being 5 miles from their normal place of work before a subsistence claim can be lodged. An example of this is where officers are engaged on NCA business in close proximity to their normal workplace, but with insufficient time to return to site and eat as usual. (E.g. interview series overrunning from am to pm at Musgrave Street Police Station less than a mile from Grosvenor Road/Enterprise House, however the time involved in getting from A to B is less than that available between interviews. – In most cities this will invariably be the case). Managers aware of the problems, and the fact that officers pay from their own pockets or go hungry for 6+ hours, but are unable to get authorised, (and receipted), claims accepted by Finance.

To get the best from their staff the NCA needs to properly recompense us for meals purchased away from our normal place of work where unavoidable, and demonstrate confidence in the oversight of managers who authorise a claim, (whether receipted or not).

This regions asks your support for this ADC to task the NEC to engage with the NCA to obtain increased T & S subsistence rates, AND a more flexible interpretation of the qualifying conditions for subsistence claims (properly authorised by managers), for staff engaged on NCA business away from their normal place of work.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

B2

It has become apparent to Officers that our current subsistence expenses do not reflect real world prices.

Our current allowances for over 5, 10 and 12 hours away from office have not been amended for some years; in 2009 it was:

>5 £4.61,

>10 £10.09 and

>12 £14.70.

Those that regularly have to work away from an office, work flexibly and for extended periods are being penalised, this is especially noticeable in operational teams.

There needs to be a large increase in the amounts if officers are to eat healthy and sufficiently whilst working.

There appears to be some disparity between NCA and other civil service agencies. To have not had these refreshment allowances increased in over a decade despite inflation and the costs at shops, restaurants, coffee shops increasing drastically etc. is detrimental to officers welfare and finances.

Another example is that the Agency policy to reduce the number of vehicles available results in officers having to use their own cars and the mileage is only covered at 40p and potentially with increased insurance costs.

This motion seeks AGM approval to instruct the NEC to engage with the employer over the current rates of expenses, travel and subsistence for officers, with a view to seeking an increase in maximum allowances for shifts of over 5, 10 and 12 hours to meet inflation and the current standard of living; and to engage with the employer over the current rates of mileage for work use. This should include consideration and reflection of the current prices in London and the surrounding areas.

The below figures are from HMRC and show that NCA subsistence is significantly less than a partner Civil Service Agency.

One Meal Allowance	Where away from home and permanent workplace for more than 5 hours	up to a maximum of £8.25 from 1 April 2013. (previously up to a maximum of £8.00 from 1 April 2012 to 31 March 2013).
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Two Meal Allowance	Where away from home and permanent workplace for more than 10 hours	up to a maximum of £17.75 from 1 April 2013. (previously up to a maximum of £17.25 from 1 April 2012 to 31 March 2013).
Three Meal Allowance	Where away from home and permanent workplace for more than 13 hours	up to a maximum of £26.00 from 1 April 2013. (previously up to a maximum of £25.50 from 1 April 2012 to 31 March 2013).
Unplanned late working	Where you have to buy a meal when you are unexpectedly required to work after 20:00 hours in addition to your normal day and more than 3 hours after the end of your normal day	up to a maximum of £8.25 from 1 April 2013. (previously up to a maximum of £8.00 from 1 April 2012 to 31 March 2013).
Refreshments for business contacts	Where you are required to meet a non-HMRC customer or business contact outside HMRC premises and consider it is appropriate to offer and purchase refreshments such as a cup of tea/coffee	up to a maximum of £5.00 per customer/business contact per day

L&SE

B3

The agency has made much of trying to provide non-pay incentives and rewards to staff. Travel is a significant expense for many officers particularly those based in London or other major cities.

The Police continue to receive free travel on TFL services off duty and subsidised travel on national rails services.

This travel is provided by TFL on the basis that Police Officers will intervene in incidents where appropriate.

NCA officers with powers obviously could also do this, for those officers without powers the rationale for TFL allowing free travel is obviously less compelling.

However this would offer an incentive to NCA officers to obtain and maintain their powers which would improve the ability of the NCA to support operational surges.

The majority of new recruits to the NCA now complete the IOTP which would provide them with at least a comparable level of training to new Police Probationers or Special Constables who are considered qualified to exercise powers and therefore benefit from free travel.

Where officers are not powered the Agency could engage with the industry to secure or negotiate other incentives comparable for or example to the military pass which provides 1/3 off peak tube and anytime trains for leisure travel.

This motions seeks AGM approval to instruct the NEC to engage with the Agency in relation to this long-standing issue relating to accessing travel incentives as other law enforcement does; looking at the wide range of options available or that could be negotiated rather than focusing only on free travel with TFL and the powers v non-powers issue. The NEC should report back in a timely manner.

L&SE

B4

The NCA have devoted large tracts of the Intranet to their avowed policies in respect of encouraging and supporting officers re wellbeing, and good mental health. The Agency also is supportive of various staff groups dedicated to these aims, all of which is laudable and indeed staff are grateful for the enlightened stance adopted by the NCA.

It remains a fact however, that most of the focus of the Agency has been, and remains, centred on the mainland, where staff have easy access to rehabilitation facilities, psychological and counselling services, and Police Treatment centres (linked into the National Wellbeing Service).

This is not the case in Northern Ireland where since December 2015 NCOA have been trying to organise staff access to the Police Rehabilitation & Retraining Trust facilities (PRRT), which are available to all NI blue light services; are highly regarded due to their expertise in the NI environment; and where they exercise security protocols which are tried and tested, so giving necessary confidence to NI staff who may need to avail of their services.

Access has been an open door since February 2016 when the NCOA obtained the support of then Minister of Justice David Ford for all NI NCA officers to be afforded access to the services provided by PRRT. The PRRT Chief Executive Officer has since then waited on contact from the NCA to set up referral structures for service provision which they imagined would mirror that which exists with PSNI, but tweaked for the needs of NCA staff.

PRRT access has repeatedly been raised with a succession of senior NCA leaders over the year (most recently May and June 2019). In May a senior manager was engaged in a consultation process with NCA Health, Safety, Wellbeing & Engagement, and NCA Psychological Services Lead & Senior Occupational Health Manager). The senior manager has gone, and still NI staff wait for an update on this subject.

This region believes that accessing services provided by PRRT would be cost effective to the NCA, and significantly boost staff morale through knowing support systems are in place to access if needed; that this support is local, and almost immediately available.

I would therefore ask your support for this ADC to task the NEC to engage with the employer to obtain access to PRRT services in NI for all NCA staff.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

B5

Recently the media coverage and extended awareness of mental health issues has widened, however, the agency and in particular managers are not appropriately trained in dealing with, or identifying, mental health issues or neuro-diverse conditions (ADHD, OCD, Tourette's). This is generally through no fault of their own as there isn't a training programme readily available to them. The only close mandatory e-learning is dealing with stress at work.

This region believes that in 2012-13 MIND helped to create a module that was mandatory within the managers training programme, which appears to no longer be within this training. Even if it was, something newer and more comprehensive needs being made in conjunction with MIND (or another suitable agency) along with staff groups such as DNAG, and for this training, be it classroom based or online, becoming mandatory for all officers with line management responsibility. There should also be yearly refreshers and the training consistently updated as appropriate. In addition, it should be available (but not mandatory) for all officers from G6 above to undertake the training to give themselves awareness which may help identify or deal with mental health issues in colleagues.

This motion seeks ADC approval to instruct the NEC to engage with the employer to review the current training available for dealing with mental health; and to urge the agency to get in place a new, fit for purpose mental health training programme. Given the current issues with mental health, this should be taken to the agency with urgency. The NEC should report back in a timely manner.

L&SE

Category C Motions

C1

Recently the media coverage and extended awareness of mental health issues has widened, however, the agency, managers, PSU and NCOA reps are not appropriately trained in dealing with cases where there are obvious or underlying mental health issues. This is generally through no fault of their own as there isn't a training programme readily available to them.

The amount of NCOA cases that now have mental health issues within them has risen a great deal in recent years and although reps can seek help from experienced reps, NEC or the H&S lead for their mitigation etc., it would be much easier if the NCOA were able to get a training package together for reps.

In addition, an opportunity has arisen in the LSE region of having a dedicated NCOA/DNAG rep, who could advise on all cases where there is a mental health element. This could be at first interviews with the member, being independent of the investigation and giving evidence or opinions for the benefit of the member, NCOA rep and investigating officer, delivering this much like a subject matter expert. This rep would also have avenues into support networks for the member and other advice for the rep during the investigation, helping with parts of mitigation. If this specific role was to be successful, then a similar role could be created in the North and MWW regions.

This motion seeks ADC approval to instruct the NEC to explore options for a bespoke NCOA rep mental health training package and a regional mental health rep; and to discuss with LSE regional coordinator about a pilot of this prior to seeking to roll out to other regions. The NEC should report back in a timely manner.

L&SE

Category D Motions

D1

Last year a number of issues were raised to be taken forward by the Reps to the Annual Conference. The communication about what had been taken forward and what progress has been made has not been forthcoming, although it's not doubted that work has been done by the NCOA.

This motion seeks ADC approval to instruct the NEC review communications relating to the conference and the work that falls out of it on a regular basis- not necessarily via email, perhaps on the website.

This could include The ADC Motions Book 2019 being made available to all NCOA Members, as should the result of the Motions (carried, lost etc.) following the NCOA Conference. This can be redacted in places only if absolutely necessary.

This provides enhanced transparency and openness to the whole process which NCOA are asked for support on a yearly basis.

L&SE

D2

Currently CAB sends out a reminder that officers need to renew a business interest, however for those who may have registered more than one business interest, the CAB reminder does not make it clear which business interest is referred to. (An example of this occurred and when queried the member was told it was both interests). There have also been errors within CAB letters to officers regarding business interests.

The process could be much clearer. The CAB letter to the officer could provide the detail of the business interest, or alternatively registered business interest information might be added to resource link/the officers PDS, so that the officer's line manager would be aware of the business interest, and discussions could be had with the line manager at the appropriate time(s). Should the line manager agree/approve the continuation of the business interest, the officers PDS could then be marked accordingly.

Recording this information/approval on the officers PDS would ensure it is available to CAB as required, and additionally any changes to the business interest or nature of approval can also be added.

I believe this change would be advantageous to all and ensure the process was transparent, current, quicker, and made best use of NCA technology. An

additional advantage of recording this information and approval on PDS/Resource link would be that a new manager would automatically be made aware of any officer with registered business interest and the nature of those interests.

This motion seeks ADC approval to instruct the NEC to engage with the employer to reform the business interest reporting process, enabling officers to register/report, update and obtain approval for these via the PDS/Resource link.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

D3

Occupational Health & Wellbeing Unit (OHWU) may recommend an officer be redeployed on Equality Act 2010 grounds when all other reasonable adjustments or supportive measures have been exhausted.

OHWU will endorse their consultation report confirming their support. OHWU do not notify HR as a matter of course but only inform the officers line manager. OHWU are not & should not be responsible for identifying an alternative role for that officer.

As per HR08 OP13 Workplace Adjustments, the responsibility currently lies with the officer's line management chain, with oversight and support from HR.

Recent NCOA cases have identified that the current process is not working. Without any support or oversight from HR, individual departments are being required to arrange the redeployment. Departments have to rely on individual HR Business Partners & departmental HR SPOCS, leading to extremely prolonged period of limbo for the officer.

The matter has been complicated by the closure of the Priority Pool.

As HR have access to the NCA's detailed establishment figures & vacancy list, it would be more effective & efficient form them to manage the process by having overall responsibility for sorting this move.

The NEC is instructed to engage with the agency to negotiate HR being more proactive in their supervision of the OHWU supported redeployment process.

The NEC is asked to report back in a timely manner.

NEC

D4

The recent external NCA careers campaign have provided either unclear or no job description to applicants wishing to apply for roles. As a result, new members of staff now find themselves in unit performing roles which they no intention of applying for.

A recent campaign advertised for Business Support Officers was actually to recruit new Financial Intelligence Officers in to the UK Financial Intelligence Unit. This has led to many of these new officers, who had anticipated an administrative role, performing duties which they feel completely unsuited to and they now wish to leave their department or even the agency all together.

When recently challenged on why more specific job titles or descriptions were not forthcoming in advertising campaigns, a member of the NCA Board responded saying "If we don't make the job titles vague, we find no one applies for the roles".

This motion seeks AGM approval, to instruct the NEC, to engage with the employer and to request that future NCA job advertisements contain clear job titles and descriptions, so that applicants know precisely what role they are applying for. If this is agreed, the NEC should report back in a timely manner

MW&W

D5

This is a simple motion. The fact that a person is a union rep should be formally recorded on their PDS resourcelink record. Some, (but not all TU Reps), do elect to record their TU activity as a personal objective, however I believe this important work should be given formal recognition on the officers annual reporting system.

A simple tick box would suffice, with the addition of a free text box if required, in order to include any extra info (such as those with a certain % facility time). There could also be a link to the NCA's Employee Relations Policy so that any new managers, or those who are unaware of the terms of this can quickly look up that information.

This motion seeks ADC approval to instruct the NEC to engage with the employer to make this small change to the generic PDS forms on Resourcelink, in order to formally acknowledge and record an officer's work as a union rep.

The NEC should report to NCOA members their progress and success in this engagement process in a timely manner.

North

D6

Experienced officers are struggling to be allocated essential training course such as Comms Data and Authorities training as L&D are prioritising training for new entrants. The other issue faced by officers is that a great deal of the training is held at the NWH and not the two southern sites which has cost and welfare implications for our staff and is surely an inefficient use of Agency money.

This motion seeks AGM approval to instruct the NEC to engage with the employer over how officers will be trained and developed in the future as well as to ensure training is provided in both northern and southern sites. Once plans are known, they should be publicised to the affected members and meetings held to explain the plans. The NEC should report back in a timely manner.

L&SE

D7

Many officers given the chance, would apply for reasonable external qualifications that would enhance their ability to perform their role and be an asset to the agency. These opportunities are rightly limited to ensure justification, benefit to the agency and monetary value however it is known that some departments are disproportionately benefiting. There are some departments as a matter of course, can access high level training with little resistance whilst others are persistently told there is no budget.

Alongside this, the requirement to sign a training contract for the repayment of fees should an officer leave within a defined period, is not being consistently applied. If this were rectified more budget would be available to a wider group of departments across the agency, and ensure the agency did truly benefit from external qualifications for their officers.

Where training contracts are being applied, the period over which repayment must be made seems disproportionate to the cost of the course.

Current examples;

- An officer in an Intel team which would benefit from technical knowledge undertakes a Masters relevant to job role- costs circa £8,000- no training contract is offered or signed. Officer in theory can leave role and/or agency at any time with no penalty.
- An officer in an Intel team in a specialised economic crime unit identifies external recognised courses with direct role relevance are told they are unable to request due to budgetary restraints.
- Officers in technical teams requiring/undertaking industry recognised training are able to undertake these with no training contract. It is anecdotally known that they will complete training and move to private

industry immediately- i.e. the agency are being used for quick and paid for training on the expectation of being able to leave with no penalty.

- An officer identifies external industry recognised training directly related to job role- costs circa £600- required to sign a training contract expecting some level of repayment if they leave within 2 years.

This motion seeks ADC approval to instruct the NEC to engage with the employer to review whether all officers have the same opportunities to gain external qualifications, review whether training contracts are being consistently applied, and consider whether policy over training contracts are fit for purpose. The NEC should report back in a timely manner.

L&SE

D8

The funding for Fleet in the Agency has been cut dramatically over the past three years leading to a significant reduction in the number of operational vehicles and those that remain are now high mileage and are suffering mechanical issues. This is impacting upon our operational resilience and leading to more surveillance compromises as the same vehicles are being deployed on surveillance. Members are concerned that due to the reduction in vehicles their ability to respond to operational demands in a flexible way will be worse than it is now. Furthermore, their ability to conduct single crew surveillance will be reduced as officers will have to be double crewed on deployments, something which will increase the likelihood of compromises on surveillance putting our officers at greater risk.

This motion seeks AGM approval to instruct the NEC to engage with the employer over how the fleet will be managed and renewed over the next 12 months. Once plans are known, they should be publicised to the affected members and meetings held to explain the plans. The NEC should report back in a timely manner.

L&SE

D9

It is recognised that NCOA Members would find the publication of a HR calendar useful when considering their future career plans and the potential opportunities available to them.

The NCA delivering such a calendar where dates of future recruitment campaigns and lateral move processes are clearly identified, along with the roles / grades

for each would benefit members in working to their career aspirations. They would be able to identify when promotion or lateral campaigns are to be run and to be able to plan for such without potentially feeling the need to apply when not ready, in fear of 'missing the boat' when unsighted on future opportunities. They would have the benefit of knowing in advance of when opportunities of interest to them will arise and will have the time to prepare and plan.

This motion seeks ADC approval to instruct the NEC to engage with the employer in order to stress to them the benefits for our Members and them in publishing a Corporate calendar which includes timings of major recruitment campaigns and lateral transfer processes. The NEC should report back in a timely manner.

NEC

D10

It is becoming a regular habit for management In the Enhanced DITS's in the MWW region to ask Investigators what their availability is to work on weekend, so they have a rough idea on who is around to be contacted if assistance is needed. Officers feel that management are trying to formulate a system to show who is available. Officers do not want to comply as they feel like management are using this availability against them if they say they are not available to work on a weekend.

Please can the NEC liaise with the management to stop this practice, as it is leading to distrust towards management, and a shaming technique to those who aren't available.

If management want a rota of who is available to work on a weekend then a On call payment is made to those who volunteers

MWW

D11

Within the MWW region, Enhanced DIT officers are being contacted when they are off duty. There has become a common theme by line management that staff are expected to answer calls and/or emails when they are not on duty. Officers are coming to work at anti-social hours to deploy at 6am, for them to be reprimanded for not reading their emails.

The NEC are therefore instructed to liaise with line management to ensure a smoother way for people to be informed of changes to work times. Officers are

being flexible with their travelling times to ensure operation deployments are staffed, they are not expected to be reprimanded for not being informed of changes to work times.

MWW

X Motions

Maternity/Adoption pay is 6 months full pay, 3 months statutory pay and 3 months zero.

A number of employers pay a pro rata rate over the 9 month period, i.e. the 6 months full pay plus 3 months statutory pay divided equally over 9 months or 12 months. This provides financial stability throughout the period for members who, quite understandably, have more important matters on their minds.

The NEC is instructed to engage with the NCA and request that this facility is available, on request, to members entering into maternity/adoption leave.

MWW

Rules of Debate

Timetable

Motions tabled for debate are listed in the Motions book in the priority order as determined by the Standing Orders Committee (SOC). This will be known as Standing Orders Committee Report No 1. Further revisions to the motions/agenda will be reported in subsequent SOC reports.

Guillotine

When the guillotine falls this indicates that time has run out (according to the timetable produced by the SOC and adopted by the ADC) for debating a particular section of the timetable.

A 'guillotine section' is inserted into the timetable after the last section each day, to debate some of the motions 'guillotined' earlier in the ADC. In the event that motions are guillotined from debate earlier in the day, a Region can suggest which motion they wish to see listed in the Guillotine section in order.

Traffic Light System

A traffic light system will be adopted to assist speakers with their timings. Each speaker shall be allowed 5 minutes to speak on a particular motion. The SOC will show:

- Green at the start of the speech
- Amber at the point where 1 minute remains
- Red at the point where the speaker has used all 5 minutes (or 3 minutes in the case of someone speaking in support of a motion or exercising their right to reply)

Voting

Upon conclusion of all speakers for, against and exercising right of reply, the delegates will be asked to vote:

- For the motion
- Against the motion
- Remit the motion
- Abstain from voting on the motion

Voting shall be by a show of hands.

The SOC will be responsible for advising the NCOA Chair on the outcome of all votes.

Timetable

The SOC shall determine the timetable and categories of motions prior to the commencement of the ADC. A timetable shall be provided with the list of motions and amended in accordance with any SOC reports.

Motions

Category A Motions: listed for debate to establish the NCOA position on an issue

Category B Motions: which confirm existing NCOA policy/position (and so do not require debate)

Category C Motions: seeking to reverse existing NCOA policy/position as determined within the last two years, and so which cannot be debated.

Category D motions: which can be dealt with by correspondence with the National Executive Committee and therefore, not requiring discussion or debate.

Category E motions: covered by composite motions in category A. Delegates from the Region submitting these motions may, at the discretion, still be identified by the Chair to speak at the time the relevant A motion is discussed.

Category X motions: which are ruled out of order by the SOC. The SOC will produce a reason for this decision.

Motions

All motions shall be in the affirmative

- Motions shall be moved when called and seconded after the mover's speech, otherwise they shall fall.
- A motion may be withdrawn only by the proposing Region, and with the consent of the SOC. This should be done at the appointed time listed.
- A motion can be amended, but it cannot be turned into its opposite. If carried the amendment shall become part of the motion.
- If a motion falls it may not be moved again at the same ADC.

Emergency Motions

These can be submitted if the information contained within the motion was not known before the deadline for motions to be submitted or, as a consequence of a motion being submitted; new information is now known which is both relevant and current.

The SOC shall be available to meet delegates at certain times on the day immediately before the ADC to allow the requirements of the rules relating to emergency motions and references back to be met, and to consult and advise delegates.

Emergency Motions will have been submitted by 1pm 28th October 2019. Emergency motions should be sent to sbond@ncoa.org.uk.

Mover

The first person to speak on the motion shall be a member of the Region raising the issue or, an elected member of the NEC (if it is an NEC motion)

NEC

The NEC will abide by the decisions made by the voting attendees following debate on the issue.

NCOA Reps who are co-opted onto the NEC are able to vote.

Opposition

Any speaker who wishes to oppose the motion will be invited to speak by the Chair, ahead of any vote. The Chair should ensure that time is apportioned so that equal opportunity is given to both 'support' and 'opposition' to any motion.

Right of Reply

Where speakers have opposed the motion being moved, the mover has a 'Right to Reply'. He/she shall have 3 minutes at the rostrum to deliver the reply prior to the vote being taken.

Point of Order

Any attendee may stand and come to the rostrum or, raise a point of order with the ADC Chair. The point of order can only be in respect of either:

1. The person speaking at that time is demonstrating sexist, racist or abusive language or behaviour or
2. That an NCOA rule has/will be broken by that person continuing to speak.

Reference Back

Any Region wishing to reference back a motion must make an appointment to meet with the SOC. 'Referencing back' a motion is the process by which a Region can attempt to change the marking that has been put against a motion by the SOC.

Delegates wishing to reference back a motion may only do so if they have met with the SOC first and attempted to resolve their concerns.

To make an appointment to meet the SOC, the Regional Rep or mandated Delegate should contact the SOC on 07715668042 or sbond@ncoa.org.uk

Withdrawal of motions

Regions may apply to withdraw any of their motions from the timetable, but only after the SOC have considered the request. Once the SOC has considered the request, they will seek the consent of the ADC attendees to withdraw the motion. If the attendees do not agree to its withdrawal, then the motion must be debated under normal rules.