

Summary of Meeting

Title of meeting	NCA Board Meeting		
Date	2 March 2017	Time	13:30 – 15:45
Venue	Board Room, London		
Chair	Lynne Owens	Secretariat	Board Secretariat
Members	Nick Alston David Armond Wendy Barnes Gerry Cantwell Chris Farrimond Jane Furniss Will Kerr Stephen Page Jamie Saunders Tim Symington Donald Toon		
Board Secretary	Caroline Murdoch		
Advisors	Jon Richards (Legal)		
Observers	DD HR Home Office Rep Reshard Auladin (due to be appointed as Non-Executive Director) TU Representative		
Apologies	Ian Cruyton		

Item 1: Apologies, Declarations of Interest and Minutes/Actions from the last meeting

- 1.1 Apologies had been received from Ian Cruyton.
- 1.2 The Chair welcomed Reshard Auladin who was attending his first Board meeting as an observer prior to his formal appointment as a Non-Executive Director. The Chair noted that this was the last Board meeting Stephen Page would attend and thanked him for his significant contribution to the formation and development of the NCA during his time as a Non-Executive Director.
- 1.3 No new declarations of interest were made.
- 1.4 The minutes from the meeting held on the 19 January 2017 were agreed.
- 1.5 The action log was reviewed, with updates provided.

Item 2: Annual Plan

- 2.1 The Chair invited comments from members in relation to this paper.
- 2.2 The Board discussed the key issues raised.
- 2.3 Members agreed that the various comments made should be used to amend the Annual Plan further prior to distribution for consultation with partners.

Item 3: Delivery Plan 2016/17

- 3.1 The Chair invited comments on this paper.
- 3.2 The Board discussed the key issues raised.
- 3.3 Members noted the progress made on the Delivery Plan.

Item 4: Communications Strategy

- 4.1 The Chair invited members to comment on this paper.
- 4.2 The Board discussed the key issues raised.
- 4.3 The Chair commended the strategy as an exciting piece of work and congratulated the team on improving knowledge of the NCA over the last twelve months.

Item 5: Developing the NCA's Culture

- 5.1 The Chair invited comment from members in relation to this paper
- 5.2 The Board discussed the key issues raised.

5.3 The Chair asked Director Corporate Services to take forward the necessary work with the Communications Team and HR and come back to the Board for support as required.

Item 6: Papers to Note

6.1 Members noted the following papers:

- **Board and Committee TORs for sign off**
- **Finance Update**
- **Transformation Update**

Item 7: Any Other Business

7.1 There were no declarations of AOB.