



Keeping People Safe

MINUTES OF MEETING

NAME OF COMMITTEE: Service Executive Board

DATE: 12 June 2019

TIME: 9.30 am

LOCATION: Main Conference Room, Brooklyn

CHAIRPERSON: Chief Constable

MEMBERS:

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| T/DCC | S Martin |
| ACC District Policing Command | M Hamilton |
| ACC Operational Support | A Todd |
| T/ACC Crime Operations | B Gray |
| T/ACC Legacy and Legal | G Clarke |
| T/ACC Innovation & Standards | T Mairs |
| T/Director of Finance and Support Services & Human Resources | M McNaughten |
| Head of Human Resources | Y Cooke |
| T/Head of Finance | D Teer |
| Head of Corporate Communications | Ryan Feeney |

NON-EXECUTIVE MEMBERS:

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| Non-Executive Member | S Hodkinson |
| Non-Executive Member | G Crossan |

OTHER ATTENDEES:

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| T/Head of Corporate Governance |
| Committee Manager |
| Command Secretariat (Note taker) |
| Command Secretariat (Note taker) |

APOLOGIES: None

ACTIONS assigned by the Chair are highlighted in blue text.

| Item No | |
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| 1.0 | <p>61/19 Welcome and Apologies</p> <p>The Chief Constable opened the meeting and welcomed the members in attendance.</p> <p>The Chief Constable introduced Mr Simon Byrne to the members.</p> <p>A quorum was confirmed.</p> <p>R Feeney advised that he had to leave the meeting at 11.00.</p> |
| 2.0 | <p>62/19 Declaration of Conflict of Interest</p> <p>The Chief Constable stated that as per decision taken at Service Executive Board on 18 January 2017, in line with good corporate governance practice as set out by the NI Audit Office, members and any persons in attendance were to declare any conflict of interest with any items on the agenda and these were to be recorded in the minutes.</p> |
| 3.0 | <p>63/19 Minutes of Previous meetings + Redactions prior to publication</p> <p>The minutes from the meeting on 7 May 2019 were approved subject to minor amendments regarding action 19~28. It was agreed that no redactions of the previous minutes were required prior to publication, other than the names of some attendees.</p> |
| 4.0 | <p>64/19 Actions Arising from previous meetings</p> <p>The action register was reviewed and completed actions were noted.</p> <p>It was agreed that actions 19~27 and 19~29 should be merged.</p> <p>Action 19~28 did not reflect the intent of the discussion at the previous SEB meeting. It was merely intended to ensure clarity of language between NIM priorities and PSNI Resourcing priority papers. The action can be closed as not required.</p> <p>ACC Mairs advised that the Action Register did not capture an action arising from the last SEB meeting concerning the planned review of PBR by the Northern Ireland Audit Office (NIAO). The action register to be amended accordingly.</p> <p>Action – ACC ISD to agree terms of reference with NIAO concerning the</p> |

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| | <p>post implantation review of the PBR process. Comsec to update action register – ACC ISD and Committee Manager</p> |
| 5.0 | <p>65/19 Corporate Risk Register</p> <p>Head of Corporate Governance updated the members on changes made within the Corporate Risk Register including the reduction in risk regarding EU Exit.</p> <p>Members agreed the changes to the EU exit risk. T/DCC advised that a further risk regarding In - year Funding would be added at next SPB meeting.</p> |
| 6.0 | <p>66/19 Overview</p> <p>Head of Corporate Governance updated members on the paper which had been previously circulated.</p> <p>The Chief Constable asked members not to agree to any unrealistic timescales</p> <p>Members noted the update provided.</p> |
| | <p>10.15am - Chief Constable, Mr Byrne and ACC DPC left the meeting.</p> <p>Head of Corporate Communications left the meeting and was replaced by L Barnett.</p> <p>Members availed of a break from 10.35am – 10.55am.</p> |
| 7.0 | <p>67/19 Performance</p> <p>This item was taken out of order.</p> <p>Head of Corporate Governance updated members on the Report to the Service Executive Board and the Northern Ireland Policing Board Performance against the 2018 – 2019 Policing Plan.</p> <p>The Chief Constable stated that changes should be made to the opening paragraph to better reflect positive performance.</p> <p>Members noted the update provided.</p> <p>Action – ACC ISD to draft changes to the opening narrative – T/ACC ISD</p> |
| | <p>Chief Constable re-joined the meeting.</p> |

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| <p>8.0</p> | <p>68/19 Finance Report</p> <p>This item was taken out of order.</p> <p>T/Head of Finance informed members that The Total Resource DEL budget for 2019-20 is £744.4m. The year to date overspend position of £6.8m includes recognition of the £5.2m in year over-commitment, unfunded Fresh Start costs of £0.4m, Police overtime pressures of £0.3m as well as Injury Awards pressures of £0.3m.</p> <p>T/DCC stated that a paper should be brought to July Performance Board meeting to address pressures.</p> <p>Action – Options Paper to be drafted and to go to July SPB to address financial gap and also when approved it is to be circulated to NIPB – T/Director of Finance and Support Services & Human Resources</p> <p>T/ACC Legacy and Legal briefed members on the progress of ongoing civil litigation cases, including judicial desire to encourage mediation when at all possible.</p> <p>ACTION - the Chief Constable asked that T/ACC Legacy and Legal prepare a paper to be sent Department of Justice on the compensation and legal fees arising from civil litigation out with the previous business case.</p> |
| | <p>11.10am - ACC DPC returned to meeting</p> |
| <p>9.0</p> | <p>69/19 Pension Accounts and Main Accounts</p> <p>T/Head of Finance updated members on the paper which had been previously circulated. The performance section of the Accounts will need to be amended to ensure consistency with the final version of the Annual Performance report referred to at 7.0 above.</p> <p>Action - Accounts to be amended by the Director of Finance and Support Services to ensure consistency with the performance report</p> <p>Members noted the update provided and that the matter would be reported to the forthcoming ARAC.</p> |
| <p>10.0</p> | <p>70/19 Self Effectiveness Review</p> <p>Superintendent Command Secretariat updated members on the paper which had been previously circulated.</p> <p>It was agreed that recommendation 2 had already been addressed this year by the ordering of SEB business appropriately.</p> <p>The Chief Constable felt it would be prudent to allow the incoming Chief Constable to consider the review after he has had time to familiarise</p> |

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| | <p>himself with the meeting.</p> <p>Action – Committee Manager to place paper before September SEB for further consideration. – Committee Manager</p> |
| 11.0 | <p>71/19 HR Monthly Update</p> <p>Head of Human Resources updated members on key work areas within the Human Resources department including Recruitment and Workforce Planning and Resourcing.</p> <p>The Chief Constable asked that this issue needed to be further discussed outside formal governance.</p> <p>Members noted the update provided.</p> |
| 12.0 | <p>72/19 AOB</p> <p>T/DCC circulated paper on EU Exit Allocation and briefed members on key points.</p> <p>Members noted contents and approved paper.</p> <p>No other business was raised and the meeting ended at 11.52</p> |

Date of next meeting:

Wednesday 10 July 2019 – Main Conference Room Brooklyn – 9 a.m.