



Keeping People Safe

MINUTES OF MEETING

NAME OF COMMITTEE: Service Management Board (SMB)

DATE: 11 November 2020

TIME: 12.30hrs

LOCATION: Platinum Room, Brooklyn + Webex

CHAIRPERSON: Chief Constable

MEMBERS:

| | |
|--|--------------|
| DCC Hamilton | |
| ACC District Policing Command | A Todd |
| T/ACC Operational Support | J Roberts |
| ACC Crime Operations | B Gray |
| ACC Community Safety Department | M McEwan |
| T/E/Director of Finance and Support Services & Human Resources | M McNaughten |

NON-EXECUTIVE MEMBERS:

| | |
|----------------------|-------------|
| Non-Executive Member | S Hodkinson |
| Non-Executive Member | F Keenan |

OTHER ATTENDEES:

| | |
|--|------------------|
| Director of Human Resources | |
| Director of Corporate Communications | |
| Head of Command Support | B Singleton |
| Committee Manager | Supt J McCaughan |
| Head of Legal Services | |
| Director Occupational Health & Wellbeing | |
| Command Secretariat (Note taker) | |

ACTIONS assigned by the Chair are highlighted in blue text.

| Item No | |
|---------|---|
| 1.0 | 157/20 Welcome and Apologies |
| 2.0 | <p>158/20 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, which would be recorded in the minutes.</p> |
| 3.0 | <p>159/20 Minutes of Previous meetings</p> <p>The minutes from the meeting on 14 October 2020 were approved.</p> |
| 4.0 | <p>160/20 Actions Arising from previous meetings</p> <p>The outstanding actions were reviewed and the action register was updated accordingly.</p> |
| 5.0 | <p>161/20 Highlight Reports for Governance Boards</p> <p>The Deputy Chief Constable provided an update from the most recent meeting of the Service Performance Board and the People and Culture Boards.</p> <p>Updates Noted.</p> |
| 6.0 | <p>162/20 Corporate Risk Register</p> <p>The Deputy Chief Constable briefed members that a new reporting format for the Corporate Risk Register was being developed and would be brought to SMB for consideration on completion.</p> <p>The proposals to ratify the decision to reduce the residual risk rating of the Seapark Siporex panels risk to 12(major/possible) and de-escalate to F&SS/HR's departmental risk register for continued management were agreed.</p> <p>Decisions: Reduce the residual risk rating of the Seapark Siporex panels risk to 12(major/possible) and de-escalate to F&SS/HR's departmental risk register for continued management.</p> |
| 7.0 | <p>163/20 Finance Report</p> <p>T/E/Director of Finance and Support Services & Human Resources updated members on the financial position at the end of October 2020.</p> |

| | |
|------------|--|
| | <p>The Chief Constable updated members on the recent Service Investment Board (SIB) meeting on 9 November 2020 where potential priority areas for investment to utilise any underspend was discussed. Digital mobility was agreed as a priority area.</p> <p>Members discussed the lack of clarity about the ongoing Spending Review process and the probability of a 1 year settlement which could potentially be a flat cash settlement. Members further discussed the significant challenges such a decision would have on the organisation in light of the modernisation agenda.</p> <p>Action: Submit the results of the Scenario Planning Exercise being carried out by SIB to SMB in January 2020 –T/E/Director of Finance and Support Services & Human Resources</p> <p>Decision: Proceed with work to appoint a Strategic Partner and the Transformation Programme, whatever the likely budget settlement as this would help to deliver longer term efficiency savings.</p> |
| <p>8.0</p> | <p>164/20 Human Resources Department Update</p> <p>The Director of Human Resources provided members with a summary of the Human Resources Highlight report which was previously circulated.</p> <p>Summary and key points as below:</p> <ul style="list-style-type: none"> • Recruitment – delays in assessment centres due to Coronavirus Restriction Regulations, potential dates for resumption and alternative plans being considered. • Promotion Processes – numbers ongoing • Attendance Management – improvement in numbers of officers and staff absent measured on previous year. • Retirement – change of behaviour in officers indicating the intention to retire and opting to stay • G4S Managed Services Contract – deep dive report commissioned by SIB <p>Members noted the update provided.</p> |
| <p>9.0</p> | <p>165/20 Enhanced Roll out of Spit and Bite Guard</p> <p>T/ACC Operational Support introduced members to the updated Spit and Bite Guard paper which was a follow on from the paper discussed at SMB in October 2020.</p> <p>Members discussed the options presented and it was clarified that the immediate decision sought was the further roll out of Spit and Bite Guards within the Covid environment. It was also agreed that the break point of Covid would be when the Health Regulations declared it.</p> <p>Members were updated on discussions that had taken place with the</p> |

| | |
|--------------------|--|
| | <p>Northern Ireland Commissioner for Children and Young People and it was made clear that the rights of the child would need to be considered for this and future policy decisions on Spit and Bite Guards. Other considerations to be balanced were the Health and Safety of Officers and Human Rights.</p> <p>It was also clarified that the Spit and Bite Guard decisions did not fall under the definition of novel and contentious in terms of Northern Ireland Policing Board responsibilities.</p> <p>Action: Submit a revised paper to Senior Executive Team meeting on Monday 16 November 2020 to reflect the discussion around rationale – T/ACC Operation Support.</p> <p>Action: Following SET meeting on 16 November 2020 ensure policy is written up appropriately - T/ACC Operation Support.</p> <p>Action - Develop an enhanced training package on Spit and Bite Guard to include full awareness of Human Rights and an agreed script for officers applying the guard. Officers already trained should also receive the enhanced training - T/ACC Operation Support.</p> <p>Action: Update Northern Ireland Policing Board on decision in principle – Committee Manager</p> <p>Decision - Issue Spit and Bite Guards to all Operational Officers in PSNI agreed in principle and would be ratified after SET on Monday 16 November 2020.</p> |
| <p>10.0</p> | <p>166/20 Mental Health and Risk Analysis</p> <p>The Director of Occupational Health & Wellbeing updated members on the findings of the PSNI Stress and Trauma Survey which had been previously circulated. Members were made aware of the overall risk factors, feelings towards mental health support, key findings and recommendations contained within the report.</p> <p>Decision: Members noted the content of the report and agreed that further work to address the findings and recommendations would be worked through at the People and Culture Board.</p> |
| <p>11.0</p> | <p>167/20 South Armagh Review</p> <p>Due to time constraints this agenda item was not heard and would now be discussed at SMB on 9 December 2020.</p> |
| <p>12.0</p> | <p>168/20 Any Other Business</p> <p>1. Forthcoming Papers</p> <p>Members agreed the following timeline for SMB papers:</p> |

| | |
|--|--|
| | <p><u>December 2020</u></p> <ul style="list-style-type: none">• Spit and Bite Guards• Addressing highlighted areas from NIPB Annual Report and Accounts• PSNI Corporate Style Guide• Strategic Communications and Engagement Strategy 2020-2025• Internal PSNI Community Safety Board• People Strategy Action Plan sign off• Crime Prevention Action Plan• Uniforms (Distribution and Standards)• South Armagh Review <p><u>January 2021</u></p> <ul style="list-style-type: none">• Barriers to Recruitment• Fleet Strategy <p>2. PSNI 20th Anniversary, RUC Centenary and memorials in PSNI estate – This matter was taken off the agenda and would be discussed at Senior Executive Team Meeting</p> |
| | <p>No further business was raised and the meeting concluded at 2.40pm</p> |

Date of next meeting: Wednesday 9 December 2020 – Platinum Room, Brooklyn