



Keeping People Safe

MINUTES OF MEETING

NAME OF COMMITTEE: Strategic Management Board (SMB)

DATE: 09 June 2021

TIME: 10.00 am

LOCATION: Webex

CHAIRPERSON: Chief Constable

MEMBERS:

Chief Operating Officer	P McCreedy
ACC District Policing Command	A Todd
T/ACC Operational Support	J Roberts
ACC Crime Department	Represented by I Saunders
ACC Community Safety Department	B Singleton
T/Executive Director of Corporate Services	M McNaughten

NON-EXECUTIVE MEMBERS:

Non-Executive Member	S Hodgkinson
Non-Executive Member	G Crossan

OTHER ATTENDEES:

Director of Human Resources	(Joined at Item 18)
Director of Corporate Communications	
Head of Command Secretariat and Private Office (Committee Manager)	J McCaughan
Head of Legal Services	R Ross
Head of Estates	
Head of Professional Standards	P Knox (Item 5)
Head of External Recruitment	(Item 20)
Notetaker	

ACTIONS assigned by the Chair are highlighted in blue text.

Item No	
1.0	<p>75/21 Welcome and Apologies</p> <p>Apologies noted from ACC Crime Department. Apologies noted from Director of Human Resources who will be joining the meeting later.</p>
2.0	<p>76/21 Declaration of Conflict of Interest</p> <p>The Deputy 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> <p>No Declarations of Conflict of Interest were raised.</p>
3.0	<p>77/21 Minutes of Previous meetings</p> <p>The minutes from the meeting on 12 May 2021 were approved.</p>
4.0	<p>78/21 Actions Arising from previous meetings</p> <p>The Committee Manager updated members on the progress of the actions. Members agreed on actions to close including Action 21~26. The Action Register was updated accordingly.</p> <p>Decision:</p> <p>Members agreed that Action 20~55 should be reallocated to Chief Operating Officer.</p>
5.0	<p>90/21 Code of Ethics Review</p> <p>Head of Professional Standards updated members on the key changes to the Code of Ethics and the consultation process already undertaken. Members were briefed on the routemap and timeline for the draft report.</p> <p>Decisions:</p> <p>Members agreed that it should be our ambition that in the longer term that the Code of Ethics should be applicable for both police officers and police staff and that this would be progressed within the People and Culture Strategy.</p> <p>Members agreed the draft Code of Ethics report and approved submission to the Policing Board Performance Committee.</p>

<p>6.0</p>	<p>79/21 Highlight Reports for Governance Boards</p> <p>The Chief Operating officer referred to the summary provided from the most recent People and Culture Board (PCB) which was previously circulated.</p> <p>The Chief Operating Officer referred to the summary provided from the most recent Service Performance Board (SPB) which was previously circulated. Members discussed the alarming growth in the children at risk figures and the need for preparation to effectively address this national demand.</p> <p>The update reports were noted.</p>
<p>7.0</p>	<p>80/21 New Draft Terms of Reference for People & Culture Board</p> <p>The Chief Operating Officer briefed Members on the updated Terms on Reference for People and Culture Board including the change in Chair and frequency of meetings.</p> <p>Decision:</p> <p>Members approved the new Terms of Reference for People and Culture Board.</p>
<p>8.0</p>	<p>81/21 Corporate Risk Register</p> <p>The Chief Operating Officer briefed members on the two recommendations. Members discussed each risk in turn.</p> <p><u>Future Funding (Beyond 2021/2022)</u></p> <p>Members noted the Future Funding risk.</p> <p><u>Mandatory Training</u></p> <p>Members discussed the backlog of training including driving training due to Covid-19.</p> <p>Action: Chief Operating Officer to provide projections on timeframes for clearing training backlogs for August SMB – Chief Operating Officer.</p> <p><u>EU Exit</u></p> <p>ACC Community Safety Department informed members that an options paper would be submitted to the Senior Executive Team Meeting as soon as possible.</p> <p>Decision: Members agreed to revisit scoring of the EU Exit risk at the July SMB.</p>

	<p><u>Legacy Discovery and Disclosure</u></p> <p>T/ACC Operational Support Department updated members on the Legacy Discovery and Disclosure Risk.</p> <p>Decision: Members agreed that the Legacy Discovery and Disclosure Risk is to be reviewed.</p> <p>Action: T/ACC Operational Support to review Legacy Discovery and Disclosure risk – T/ACC Operational Support Department.</p> <p><u>Sickness Absence and Duty Adjustments</u></p> <p>Chief Operating Officer briefed members on the recommendation that the Sickness Absence and Duty Adjustment corporate risk be de-escalated to the HR Departmental Risk Register where it will continued to be monitored.</p> <p>Decision: Members agreed that the Sickness Absence and Duty Adjustments risk should be de-escalated to the HR Departmental Risk Register.</p> <p>Action:</p> <p>Sickness Absence and Duty Adjustments risk to be de-escalated from Corporate Risk Register to the HR Departmental Risk Register – Chief Operating Officer.</p> <p><u>Terrorist Attack</u></p> <p>Members noted the Terrorist Attack risk.</p> <p><u>Records Management</u></p> <p>Members noted the Records Management Risk.</p> <p><u>Crime Recording</u></p> <p>Members discussed the Crime Recording Risk.</p> <p>Action:</p> <p>Deputy Chief Constable to present a plan to July SMB to address the poor standards of Crime Recording – Deputy Chief Constable.</p>
	<p>Members availed of a break from 11.00am-11.10am.</p>
<p>9.0</p>	<p>82/21 Overview Report</p>

	<p>The Chief Operating Officer updated members on the Overview headlines. Members discussed how recurring themes from policing in the pandemic reports/ inspections could be used to effect sustainable change. Members also discussed and agreed the need to set realistic end dates, ensuring an appropriate contingency period is included.</p> <p>Decisions:</p> <p>Members agreed that the corporate approach to the Policing in the Pandemic recommendations was worthwhile.</p> <p>Action:</p> <p>Members agreed that an Overview report bi-annually to outline what recommendations have been closed in that time period and the benefits of those recommendations should be produced – Chief Operating Officer.</p> <p>Members noted the report.</p>
<p>10.0</p>	<p>83/21 Annual Risk Management Report</p> <p>The Chief Operating Officer highlighted to members the changes in approach to risk management.</p> <p>Members approved the report</p>
<p>11.0</p>	<p>84/21 ARAC Annual Report</p> <p>Non-Executive Chair advised members that ARAC is required under its terms of reference to provide an annual report to SMB.</p> <p>Members noted the report.</p>
<p>12.0</p>	<p>85/21 Finance Report</p> <p>T/Executive Director of Corporate Services advised members that year to date pressures are emerging in relation to police and staff overtime together with transport costs and that as part of the Overtime Reduction Strategy each business area is required to produce and monitor a monthly list of ‘Top 10’ overtime earners.</p> <p>Action:</p> <p>The Deputy Chief Constable directed that everyone needs to focus upon reducing overtime usage and that intrusive checks are carried out to understand the risks posed by officers working excessively high levels of overtime – All ACCs and ACOs.</p> <p>Members noted the report.</p>

<p>13.0</p>	<p>86/21 Health & Safety Update Report</p> <p>The Deputy Chief Constable briefed members on the key health and safety matters. Head of Legal Services briefed members on Health and Safety Regulations.</p> <p>Action: Head of Legal Services to produce a briefing paper for Health and Safety Board on health and safety requirements for non-employees who are sub-contracted – Head of Legal Services.</p> <p>Members noted the report.</p>
<p>14.0</p>	<p>87/21 Annual PSNI Pension Report and Accounts</p> <p>T/Executive Director of Corporate Services briefed members on the key changes from previous versions of the Annual Report and Accounts (Main and Pensions).</p> <p>Decision:</p> <p>Members approved the Annual Report and Accounts.</p>
<p>15.0</p>	<p>88/21 HQ Reception</p> <p>T/Executive Director of Corporate Services briefed members on the updated plans, elevations, costs and programme for redevelopment of HQ reception. Members discussed the noise and disruption this programme would involve.</p> <p>Decision:</p> <p>Members endorsed this updated proposal.</p> <p>Action: Head of Command Secretariat and Private Office to develop a contingency plan for decanting offices and Chief Constable accommodation for a temporary period of time during the refurbishment programme.</p>
<p>16.0</p>	<p>89/21 Police Museum</p> <p>T/Executive Director of Corporate Services outlined for members the proposal that the Police Museum remains on existing site.</p> <p>Decision: Members accepted the proposal of location to remain on existing site in principle.</p>

	<p>Members availed of a break between 12.20pm – 12.50pm.</p>
<p>17.0</p>	<p>91/21 Performance against the Northern Ireland Policing Plan</p> <p>T/ACC Community Safety Department briefed members on the highlights from the Performance against the Northern Ireland Policing Plan. Director of Communications updated members on the progress of the new website. T/ACC Community Safety Department noted all points discussed.</p> <p>Action:</p> <p>T/ACC Community Safety Department will produce an updated version to include all points discussed.</p> <p>Action:</p> <p>Audit on progress of accountability meetings and PULSE to be reported back at September SMB – Deputy Chief Constable.</p>
<p>18.0</p>	<p>92/21 Community Relations Task Force</p> <p>T/ACC Community Safety Department briefed members on the proposed initial five strands. Members discussed including further education colleges within the stakeholder map.</p> <p>Decision:</p> <p>Members agreed the outline proposal and approach.</p>
<p>19.0</p>	<p>93/21 Community Monitoring Stop and Search</p> <p>T/ACC Operational Support Department outlined options for progressing community monitoring of stop and search and recommendations to implement Option one and Option five. Members discussed the five options and agreed legislative change was required.</p> <p>Decision:</p> <p>Members agreed to acknowledge the paper. Members agreed to engage with DOJ to set out the related barriers and advocate for legislative change similar to PACE.</p> <p>Action:</p> <p>T/ACC Operational Support Department to engage with ICO and DOJ to seek a written assessment of what the blockages to obtaining explicit consent are and assess what, if any, legislative changes are required – T/ACC Operational Support Department.</p>

<p>20.0</p>	<p>94/21 2020 Recruitment Campaign Equality Monitoring Report (Barriers to Recruitment)</p> <p>Director of Human Resources was joined by Head of External Recruitment who provided members with an overview of key themes arising from the equality monitoring analysis of the 2020 Student Officer recruitment campaign and also outlined a summary of the positive actions progressed to address ‘Barriers to Recruitment’ within the recruitment process.</p> <p>Decision:</p> <p>Members approved the paper for submission to the Resources Committee.</p>
<p>21.0</p>	<p>Any Other Business</p> <ul style="list-style-type: none"> • Spit and Bite Guards Update <p>T/ACC Operational Support Department updated members that a paper could be expected for September SMB.</p>
<p>22.0</p>	<p>Forthcoming Papers</p> <ul style="list-style-type: none"> • Fleet Strategy – expected July (Chief Operating Officer) • Crime Prevention Strategy Action Plan – expected July (Chief Operating Officer) • Estates Strategy – expected August (Chief Operating Officer) • Strategic Assessment and Operational Priorities – expected September (Deputy Chief Constable)
	<p>No further business was raised and the meeting concluded at 2.40pm.</p>

Date of next meeting: Wednesday 14 July 2021