

## **MINUTES OF MEETING**

**NAME OF COMMITTEE: Chief Constable's Forum**

**DATE: 21 April 2010**

**TIME: 10:35am**

**LOCATION: Main Conference Room, Brooklyn**

**CHAIRPERSON: Chief Constable**

**ATTENDEES:**

Deputy Chief Constable	J Gillespie
ACC Crime Operations	D Harris
ACC Rural Region	A Finlay
ACC Urban Region	D Jones
ACC Operational Support	D McCausland
ACC Criminal Justice	W Kerr
Director of Media & PR	L Young
Director of Human Resources	J Stewart
Director of Finance & Support Services	D Best
Legal Services	Rep. by G Steenson
Corporate Support	R McGarry
Command Secretariat	Supt J McCaughan
Strategic Finance	M McNaughten

**ALSO IN ATTENDANCE:**

M Burton (Financial Accounting)	J Passmore
A/C/Inspector W Mcllwaine	

**NOTE-TAKER:**

ASO Command Secretariat

		<b>ACTION</b>
<b>Quorum Check</b>		<b>Noted</b>
<b>1.0</b>	<p><b>21/10 - Minutes of the Previous Meeting</b></p> <p>One amendment to the minutes was made at the final paragraph of 5.0</p> <p>With this amendment, the minutes of the previous meeting were agreed.</p>	
<b>2.0</b>	<p><b>22/10 - Actions Arising</b></p> <p>All actions were completed.</p>	
<b>3.0</b>	<p><b>26/10 - Statement of Internal Control</b></p> <p>Members were advised that this item would impact on discussions relating to the Corporate Risk Register item, and for this reason it was moved up the agenda.</p> <p>Members briefed about the papers that had been circulated prior to the meeting. Some alterations were suggested to the section 'Review of effectiveness' and the section 'Other areas for consideration, not currently included at this times and are for discussion'; the Director of Finance and Support Services agreed to redraft the Statement and reissue it to Top Team members by close of business today.</p>	Statement to be amended in line with feedback and re-circulated to Command Team
<b>3.0(a)</b>	<p><b>26/10(a) - Stewardship Statement</b></p> <p>The Stewardship Statement was circulated prior to the meeting. Members debated the necessity to complete the Statement, and it was agreed to defer that debate to the Audit and Risk Committee.</p>	Audit and Risk Committee to consider necessity for Statement
<b>4.0</b>	<p><b>24/10 - Corporate Risk Register</b></p> <p><b>CCF 01</b> - One action has just passed the end date, an update has been requested. The end date for action 1 has been further extended to accommodate Risk to Resource Implementation Plan and to</p>	

	<p>assess how succession planning and knowledge transfer will be affected.</p> <p><b>CCF02</b> - All actions are within time limits. Action 6 has been updated and amended; 5 new actions have been added to this risk</p> <p><b>CCF03</b> - One item has moved into mitigation, 3 new actions have been added</p> <p><b>CCF04</b> - Actions are up-to-date and within time limits.</p> <p><b>CCF05</b> - All actions are within time limits; 6 items have moved into mitigation and 3 new actions have been added.</p> <p><b>CCF06</b> - All actions are up-to-date and within time limits; one item has been added to mitigation. The risk to be re-framed to reflect the broad devolved arrangements rather than just the Justice Committee.</p> <p><b>Emerging Risks</b></p> <p>Risks associated with the Public Services College were discussed. It was agreed that the reference to Prison Service in terms of funding guarantees should be removed. Having considered the issues arising the meeting did not believe the Project constituted a corporate risk at present, and was being well managed via the Project Board.</p> <p><b>Method of Capturing and Managing Risk</b></p> <p>There was discussion about the value of continuing to report Risks in the current format.</p> <p>Consideration to be given as to how best to represent corporate risks in the future, in a way that captures NIM strategic assessments, performance risks and other overarching corporate risks, making the process less silo based. Command Team to review their risk registers to 'de-clutter' and Corporate Support to review the Corporate Risk Register accordingly.</p>	<p>Amend</p> <p>Consider alternative methods to capture and manage corporate risk</p>
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<p><b>5.0</b></p>	<p><b>25/10 - Corporate Expenditure Report</b></p> <p>Overall, the organisation reported a provisional full year under spend of £29.2m, including an under spend of £21.6m in near cash budgets and £7.6m in non cash budgets. The near cash under spend of £21.6m would cover the Hearing Loss pressure of £9.2m and £7.0m shortfall against the 2010/11 efficiency target, still leaving a surplus of £5.4m.</p> <p>HM Treasury have provided non cash budget cover in relation to Hearing Loss and Equal Pay is £49.3m, leaving cash settlements of £9.2m to be funded in year.</p> <p>The improvement in Prompt Payment statistics has continued. In March, the PSNI paid 89.8% of invoices (87.3% in February) within 10 working days.</p> <p>The additional security funding was fully spent.</p> <p>The COINS report was also presented for information.</p> <p>It is important to note that the reported figures are provisional and subject to audit.</p> <p><b>Other Issues</b></p> <p>Members advised that no certainty existed yet as to 2010/11 funding for Equal Pay, Security Bid and Hearing Loss.</p> <p>The Deputy Chief Constable briefed the meeting on the proceedings at the most recent PRG. A number of actions arose:</p> <ol style="list-style-type: none"> <li>1. Consideration now needs to be given to what cuts of 2.5% and 5% would mean. This to be brought to RDR Committee</li> </ol> <p>Issue of suitably vetted staff in DFP reading PSNI Business Cases needs to be raised with the Department</p>	<p>Paper to be prepared for RDR</p> <p>To be raised with DFP</p>
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<p><b>6.0</b></p>	<p><b>27/10 - Estates Strategy Appendix 'E'</b></p> <p>A revised Appendix 'E' of the Estate Strategy was circulated and approval was sought to submit the revised appendix to the Policing Board. ACC Jones briefed the meeting about the decisions required.</p> <p>Following some discussion, members agreed that:</p> <ol style="list-style-type: none"> <li>1. We need to emphasise to NIPB that APP E is a living document and subject to ongoing review.</li> <li>2. We need to flag up to NIPB their role to secure effective and efficient policing and that this includes decisions relating to the police estate.</li> <li>3. We need to caveat that we do not yet know the impact of the next CSR period.</li> <li>4. Chief Constable emphasised the importance of outlining how local personal policing will be provided in areas impacted by station closures/disposals.</li> <li>5. It was agreed that only those stations on the list with dates within the current CSR period should be submitted to NIPB and only after the General Election period is complete.</li> </ol>	<p>List covering current CSR period to be submitted</p>
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