



Making Northern Ireland Safer For Everyone Through Professional, Progressive Policing

Chief Constable's Forum		
Notes of Meeting		
<b>Date</b>	Wednesday 21 <sup>st</sup> January 2009	
<b>Time</b>	1005 hrs to 1220 hrs	
<b>Location</b>	Conference Room, Brooklyn	
<b>Chairperson</b>	Chief Constable – H Orde	
<b>Members</b>	Deputy Chief Constable	P Leighton
	ACC Crime Operations	Rep by C/Supt P Todd
	ACC Crime Support	D Jones
	ACC Rural Region	J Gillespie
	ACC Urban Region	A Finlay
	ACC Operational Support	R Toner
	ACC Criminal Justice	D McCausland
	Head of Media & PR	L Young
	Director of Finance & Support Services	D Best
	Director of Human Resources	J Stewart
	Legal Adviser	Rep by Louise Crilly
	Command Secretariat	Rep by C/Insp E Mooney
<b>Apologies</b>	ACC Crime Operations	D Harris
	Command Secretariat	T/Supt M Larmour
	Legal Adviser	D Scott
<b>Also in Attendance</b>	Analysis Centre	Bridget Lloyd
	Corporate Development	R McGarry
	Inspection & Review	J Rafferty
	Corporate Risk Register	Insp K Gordon
	Planning and Performance	Insp Billy McIlwaine
	Head of Strategic Financial Management Services	M McNaughten
	Equality and Diversity	M Muldoon
	Equality and Diversity	L Crothers
	N.I. Fire Service	T McCormick
<b>Note Takers</b>	Command Secretariat	Jackie Gaskin

Insert ref. Number*	Insert text*
01/09	<p><b>Notes of Previous Meeting</b></p> <p>The Chief Constable welcomed all to the meeting.</p> <p>The notes of the previous meeting were agreed.</p>
02/09	<p><b>Actions Arising from previous meeting–</b></p> <p><b>84/08 Notes of previous meeting</b></p> <p><i>Note taker to substitute “limitations” for the word “weakness” at the bottom of page 3.</i></p> <p><i>ACC Operational Support to produce a redacted copy of the notes for the next meeting.</i></p> <p>Both actions have been completed.</p> <p><b>85/08 Internal Audit Planning – Deloitte (Sponsor – Director of Finance and Support Services)</b></p> <p><i>Finance to revisit the terms of the Deloitte IA Contract.</i></p> <p>The Director of Finance and Support Services confirmed the contract is for 3 years and that other police forces pay on average 40% more than PSNI for Internal Audit services.</p> <p><i>Finance to examine the non-executive remuneration costs.</i> <i>Finance to collate the Top Team’s views on moving forward.</i></p> <p>The Director of Finance and Support Services confirmed both these actions have been progressed.</p> <p><b>88/08 Incentivisation Policy (Sponsor – ACC Crime Operations)</b></p> <p><i>ACC Criminal Justice to chair the Proceeds of Crime panel dispensing funds.</i></p> <p>ACC Criminal Justice stated this is under way.</p> <p><b>89/08 Corporate Risk Register (Standing Agenda Item)</b></p>

	<p><b>CCF02 Crime investigations</b> – <i>To be fully updated for the next CCF meeting.</i></p> <p>This risk is now free for review and any necessary tightening by Crime Operations as CCF05 has now been revamped to take in concerns regarding legacy investigation issues.</p> <p><b>CCF04 Budgets</b> – <i>The Director of Finance and Support Services to forward a further update.</i></p> <p>This action has been completed.</p> <p><b>Prosecution/NICHE/OCMT</b> – <i>To be combined with CCF01 with ACC Operational Support as the owner. To be clarified at January’s meeting.</i></p> <p>To be examined at a later date.</p> <p><b>Devolution</b> – <i>To be added as a new risk.</i></p> <p>To be examined at a later date.</p> <p><b>90/08 Corporate Expenditure Report (Standing Agenda Item)</b></p> <p><i>The Director of Finance and Support Services to write to the NIO in relation to accounting rules and current practices.</i></p> <p>The Director of Finance and Support Services stated it is not appropriate for him to write to NIO on this issue.</p> <p><i>The Top Team to run a workshop in preparation for devolution.</i></p> <p>To be examined at a later date.</p> <p><i>The Top team to discuss the Chief Inspector “fuzzy felt” exercise once the Rank Ratio decisions have been made.</i></p> <p>Rank Ratio decisions have not been made yet.</p>
<p><b>03/09</b></p>	<p><b>Current Discussions</b></p> <p><b>Performance TCG</b></p> <p>Bridget Lloyd reported a reduction on overall crime of 0.1%; however, there are still over 3,000 forms under process. The greatest increase in crime type is theft and burglary.</p>

	<p>In Performance Targets some districts did extremely well last year therefore can look as if they are not performing so well this year.</p> <p>Domestic Burglary shows an increase of 3.6% though there was a significant decrease during Operation Heartbreak. The Deputy Chief Constable proposed the current economic climate could account for the peak. The Chief Constable emphasised the need to focus on Domestic Burglary. The Head of Media and PR raised the issue of public perceptions and expectations but ACC Operational Support said that if the actual numbers were released as opposed to percentages it should reassure the public.</p> <p>The 11.1% decrease in Criminal Damage was good news and proved that local strategies had worked. Violent Crime is the next largest category. Discussion ensued as to what areas should be targeted. ACC Rural informed the meeting motorists leaving without making payment at forecourts shows the biggest increase recently in both regions. ACC Operational Support said it was useful to ask where increases have occurred and the Deputy Chief Constable agreed this in order to target crimes and deal with them effectively. The Chief Constable requested the shift in crime numbers is identified to explain to NIPB.</p> <p>More Serious Violent Crime is up by 17.5%. ACC Rural suggested this could be linked to more drinking at home that can develop into violence. PSNI has less control over private parties and this problem needs to be considered in a different way. ACC Urban reported an increase in opportunistic street robbery with cash and mobile phones being the main targets. ACC Criminal Justice informed the meeting regarding knife crime he was organising “test purchases”. A roadshow on knife crime would be touring the province later in the year. ACC Crime Support stated this discussion highlighted the importance of effective force tasking.</p> <p>From October to December 2008 there had been 10 cash-in-transit robberies compared to 1 the previous year and this would need monitoring. ACC Criminal Justice said putting trackers in boxes had been suggested as a deterrent. This crime has also seen an increase in the use of violence in attacks and some offenders have progressed to Tiger kidnappings.</p> <p>The figures for Satisfaction and Performance are increasing. The Chief Constable enquired as to when the results of the next NI Omnibus Survey would be available and informed</p>
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	<p>these should be out very soon.</p> <p>In Tackling Crime the real story is good and this is demonstrated in the actual numbers rather than the percentages. ACC Rural pointed out the decrease in crime clearance is due to a process issue and highlighted that three out of four Rural Districts have increased crime clearances. The Chief Constable informed the meeting that PSNI are not far off the national average for clearances.</p> <p>Sickness levels have reduced but the Director of Human Resources emphasised more work is needed on this by the Service as a whole and new process changes will be coming out in the near future. Quite a lot of sickness is due to Injuries on Duty (IODs) and requires better management. The Chief Constable and Deputy Chief Constable commended everyone on all their hard work in lowering sickness levels so far and stated IODs need to be dealt with properly.</p> <p>ACC Operational Support raised the issue of the need to work on tolerances for an “amber” light to show targets are close to being met in Overall Performance reports.</p>
<p><b>ACTIONS</b></p>	<p><b>Districts to focus on Domestic Burglary</b></p> <p><b>The Chief Constable requires the shift in crime numbers to be identified for explanation to NIPB.</b></p>
<p><b>04/09</b></p>	<p><b>Corporate Expenditure Report (Standing Agenda Item)</b></p> <p>The Head of Strategic Financial Management Services presented the report highlighting the key figures. At 31 December 2008 there was a projected over spend of £1.6m against a Total Resource DEL budget (excluding ring-fenced pensions) of £913.7m. The Net Capital budget of £41.1m had a projected full year under spend of £3.0m, which can be carried forward, and is earmarked for the deposit on the fixed wing aircraft (£1.1m) and expenditure on the College (£1.9m).</p> <p>Devolved Pay budgets of £516.2m have a projected full year under spend of £1.1m. Devolved Non-Pay budgets of £39.1m have a projected full year over spend of £2.7m. Further work is required in this area either to reduce planned expenditure to remain within allocated budgets or to agree budget transfers to cover the reported under spend.</p> <p>Corporate budgets have a projected full year over spend of £0.4m against a £123.3m budget.</p> <p>Other Resource budgets (£305.6m) have a full year projected</p>

	<p>over spend of £0.8m. However, there is a risk that Hearing Loss costs will continue to increase further and therefore increase the potential over spend in this category before the year-end.</p> <p>The Director of Finance and Support Services informed the meeting he is continuing to push hard to get a result on the Business Cases submitted to the NIO.</p>
<b>05/09</b>	<p><b>Managing New and Expectant Mothers Policy (Sponsor – Director of Human Resources)</b></p> <p>The Director of Human Resources informed the meeting the policy was required to ensure better management of new and expectant mothers that would benefit them as well as the organisation. He said there was a need for a cultural shift and new approach to how PSNI deals with the issue. He handed over to the Head of the Equality and Diversity Unit to give further details on the contents of the policy.</p> <p>The Head of the Equality and Diversity Unit explained it was common practice for new mother to extend their maternity leave using sickness absence. This new policy sets out the guidelines for both new and expectant mothers and line managers, at the same time demonstrating that all staff are highly valued by the organisation. A guide for line managers is being produced.</p> <p>The Deputy Chief Constable stated this policy is a great step forward.</p>
<b>DECISION</b>	<b>This policy was approved.</b>
<b>06/09</b>	<p><b>Information Assurance Strategy (Sponsor – ACC Operational Support)</b></p> <p>ACC Operational Support suggested this paper be withdrawn from the agenda and reassigned to the agenda of the next Information Management Committee meeting.</p> <p>The Chief Constable asked the committee members if they were in agreement and the decision was to reassign this paper as requested.</p>
<b>DECISION</b>	<b>This paper is to be reassigned to the Information Management Committee agenda for 3/3/09.</b>

<p><b>07/09</b></p>	<p><b>Corporate Governance Service Procedure (Sponsor – ACC Operational Support)</b></p> <p>The Chief Constable commented this paper brings change to the processes for Corporate Governance.</p> <p>ACC Rural pointed the papers now have to be in earlier – 10 working days. The Deputy Chief Constable stated if the papers are not in at the specified date they will not be heard at the meeting. ACC Operational Support pointed out that the management of the Corporate Governance mechanism sits with Command Secretariat, but that the policy lead sits within his portfolio. ACC Operational Support continued that this is a working model he would like the meeting to agree to today, however, changes may be required in the future. The Head of Inspection and Review informed the meeting this procedure would be due for review in 9 months and then biannually.</p> <p>ACC Operational Support stated the next stage is the implementation of the new procedures. The Head of Inspection and Review explained there would be meetings with the Heads of Committees regarding the new processes.</p> <p>The meeting approved the Service Procedure</p>
<p><b>DECISION</b></p>	<p><b>The Corporate Governance Service Procedure was approved.</b></p>
<p><b>ACTION</b></p>	<p><b>The Head of Inspection and Review is to meet with the Heads of Corporate Governance Committees regarding the new procedures.</b></p>
<p><b>08/09</b></p>	<p><b>Northern Ireland Policing Plan 2009-2012 (Sponsor – ACC Operational Support)</b></p> <p>A/Chief Inspector McIlwaine confirmed for the Chief Constable that this is the final document.</p> <p>ACC Criminal Justice pointed out that some Accountability columns in the Policing Plan 2009–2012 did not have set timescales but were marked “on request”. It was agreed to enter timescales of 6 months. A/Chief Inspector McIlwaine suggested a “Way Forward” paper be prepared for the review process with NIPB in April/May and he informed the meeting this paper would go to NIPB for comment and then be returned to PSNI.</p>

	The Chief Constable commended A/Chief Inspector on his hard work.
<b>DECISION</b>	<b>The Northern Ireland Policing Plan 2009-2012 was approved.</b>
<b>09/09</b>	<p><b>Corporate Risk Register (Standing Agenda Item)</b></p> <p>Inspector Gordon reported there is little change since the last meeting.</p> <p><b>CCF01 Hate Crime</b> The Deputy Chief Constable asked that this be kept under close review with regard to the number of foreign nationals currently in Northern Ireland. The Risk Rating is to be kept at the present level.</p> <p><b>CCF02 Crime Investigations</b> This risk is now free for review and any necessary tightening by Crime Operations as CCF05 has now been revamped to take in concerns regarding legacy investigation issues.</p> <p><b>CCF03 Terrorist Attack</b> No change is required.</p> <p><b>CCF04 Budgets</b> The Director of Finance and Support Services is to review the actions ensuring next year's budget is taken into consideration.</p> <p><b>CCF05 Public Enquiries</b> This risk can now be removed from the Risk Register.</p> <p><b>CCF06 Corruption and Integrity</b> The Chief Constable directed this risk be removed from the Risk register and managed departmentally.</p> <p><b>CCF07 – Legacy Investigations</b> This risk has been created to replace CCF05.</p> <p><b>Prosecution/NICHE/OCMT</b> After some discussion the meeting agreed that potential risks should be examined at a later date.</p> <p><b>Devolution</b> After some discussion the meeting agreed that potential risks should be examined at a later date.</p>

<p><b>ACTIONS</b></p>	<ul style="list-style-type: none"> <li>• <b>CCF02</b> – To be review by ACC Crime Operations.</li> <li>• <b>CCF04</b> – The Director of Finance and Support Services is to review the actions ensuring next year’s budget is taken into consideration.</li> <li>• <b>CCF05</b> – Remove from the Corporate Risk Register.</li> <li>• <b>CCF06</b> - Remove from the Corporate Risk Register.</li> <li>• <b>CCF07</b> – Replaces CCFO5.</li> <li>• <b>Prosecution/NICHE/OCMT</b> – Potential risks to be examined at a later date.</li> <li>• <b>Devolution</b> – Potential risks to be examined at a later date.</li> </ul>
<p><b>10/09</b></p>	<p><b>Framework Document for Governance of PSNI (Sponsor – Director of Finance and Support Services)</b></p> <p>The Director of Finance and Support Services stated this document replaces the “Management Statement” and “Conditions of Grant” documents approved by the Chief Constable’s Forum in 2003. The Tripartite Group accepted PSNI’s recommendations for change and NIO hope to sign this off by 13 February 2009. However, it requires endorsement at Top Team level.</p> <p>Committee members approved the document.</p>
<p><b>DECISION</b></p>	<p><b>The framework document was approved.</b></p>
	<p>The meeting closed at 12.20 hrs.</p>