

MINUTES OF MEETINGS

NAME OF COMMITTEE: Service Executive Board

DATE: 17 April 2013

TIME: 09.30am

LOCATION: Main Conference Room, Brooklyn

CHAIRPERSON: Chief Constable

ATTENDEES:

Deputy Chief Constable	J Gillespie
ACC Crime Operations	D Harris
ACC Rural Region	D Jones
ACC Urban Region	W Kerr
ACC Operational Support	Rep by Chief Superintendent P Farrar
ACC Service Improvement	G Hamilton
Director of Human Resources	J Stewart
Director of Finance & Support Services	D Best

ALSO IN ATTENDANCE:

Head of Corporate Communications	L Young
Head of Governance	S Hagen
Head of Command Secretariat	Superintendent R Henderson
Head of Finance	M McNaughton
Head of Legal	Rep by G Steenson
Non Executive Director	D Licence
Non Executive Director	J Harbinson
Note Taker	EO2 Command Secretariat
Observer	ASO Command Secretariat

		ACTION
Quorum Check		Noted
1.0	<p>30/13 Welcome, Apologies & Minutes of Previous Meeting</p> <p>The Chief Constable opened the meeting.</p> <p>He welcomed those present and in particular warmly welcomed Dennis Licence and Dame Joan Harbinson as observers</p> <p>A quorum was noted.</p> <p>Minutes of the previous meeting held on 20 March 2013 were accepted</p> <p>Papers for all items were circulated to members prior to the meeting to allow reading time.</p>	
2.0	<p>31/13 Actions Arising</p> <p>Head of Command Secretariat briefed the meeting on the completion of all the actions arising from the last meeting.</p>	
3.0	<p>32/13 Monthly Performance Brief including Security Statistics</p> <p>Head of Corporate Governance briefed the meeting of the current validation exercise ongoing for the end of year figures. He also stated that these figures would be passed to the Northern Ireland Policing Board and then externally by June.</p> <p>Chief Constable asked that preparations be made to communicate the positive news of PSNI achievement in the last year to the public.</p>	
4.0	<p>33/13 Corporate Expenditure Report</p> <p>The Head of Finance presented the Corporate Financial Reports for the year ended 31 March 2013, setting out the provisional outturn</p>	

	<p>figures, subject to audit.</p> <p>In summary, in 2012/13 PSNI delivered the required efficiency savings and lived within budget, despite operational pressures.</p> <p>There was some discussion around police overtime.</p> <p>It was agreed to produce a report on Police overtime for the next Audit and Risk Committee, a report to NIPB Highlighting recent trends and to include a specific review of the controls on overtime in the next cycle for the internal Audit work programme.</p> <p>The funding of HET was also considered. It was agreed that the Director of Finance & Support Services would seek clarification from DoJ.</p> <p>ACC Jones left the meeting at 1015.</p>	<p>Report of Police overtime to go to Audit and Risk Committee – Director of Finance</p>
<p>5.0</p>	<p>8/13 G8 Preparations</p> <p>Chief Superintendent Farrar briefed the meeting on the latest developments regarding planning for security at the G8 summit in Fermanagh in June.</p> <p>The Chief Constable stated that Whitehall and Downing Street had been made well aware that PSNI could not fund the cost from their budget. Discussions were ongoing with Department of Justice relating to cost.</p> <p>The Chief Constable stated that there also needed to be awareness that visitors to Northern Ireland still had to adhere to the law and the relevant Form 11/1 had to be submitted to the Parades Commission.</p> <p>1030 Meeting adjourned for 10 minute break.</p>	
<p>11.0</p>	<p>42/13 Contract Management</p> <p>The Chief Constable asked that this item be taken out of order.</p> <p>C Browne, Head of Procurement and Logistics</p>	

	<p>and J Kerr, Temporary Head of Business Services joined the meeting at 1030.</p> <p>C Browne briefed the meeting on the background to contract management.</p> <p>Dennis Licence said that this was an impressive piece of work that would further demonstrate good governance.</p> <p>He did highlight that CPD had a high workload and new contracts can take many months to arrange and this may increase the risk of high levels of Direct awards contracts.</p> <p>Meeting agreed that performance in contract management be reviewed in twelve months time.</p> <p>C Browne and J Kerr left the meeting.</p> <p>Meeting took ten minute break at 1105.</p>	<p>Performance in Contract management to be reviewed in twelve months – Director of Finance and Support Services</p>
<p>6.0</p>	<p>Governance</p> <p>22/13 Overview</p> <p>J Passmore joined the meeting and updated the meeting on the latest progress.</p> <p>Discussion took place regarding the number of outstanding recommendations which stood at 186 at present, which was at a five year low.</p> <p>34/13 Changes to Corporate Risk Register</p> <p>J Passmore updated the meeting on new corporate risks that had been discussed and agreed at the RDR meeting on 10 April 2013. Inclusion of these on the Corporate Risk register was approved by the committee.</p> <p>35/13 Draft PSNI Governance Statement 2012/2013</p> <p>S Hagen, Head of Governance briefed the meeting on this topic which is one that affects all public sector bodies and the current work that has been completed on this.</p>	

	<p>Chief Constable asked that Legal Services provide advice on the part of the Governance statement detailing the relationship between PSNI and NI Policing Board in terms of governance.</p> <p>36/13 Self Effectiveness Review</p> <p>S Hagen, Head of Governance briefed the meeting on this matter.</p> <p>37/13 DOJ End of Year Stewardship Statement</p> <p>S Hagen, Head of Governance briefed the meeting on this issue. The issue would come before the Audit and Risk committee for incorporation in the Governance statement.</p> <p>J Passmore left the meeting at 1145.</p>	<p>Legal advice being sought on governance arrangements between NIPB and PSNI - Head of Legal Services</p>
<p>8.0</p>	<p>39/13 Demand Modelling</p> <p>This item was taken out of turn due to diary commitments of presenters</p> <p>Chief Superintendent A Todd, District Policing. Dr Karen Cairns QUB and Pat O'Neill, Strategic Investment Board joined the meeting.</p> <p>Dr Cairns gave a presentation on Demand Modelling and how it could be used within PSNI and how it had been used within other Public sector bodies.</p> <p>A discussion occurred on how the model had been used in H District and how this could be of benefit across the PSNI.</p> <p>Dr Cairns answered questions from the meeting on variables within the model.</p> <p>Chief Constable thanked Mr O'Neill and Dr Cairns for the interesting and useful presentation.</p> <p>Dr Cairns and Mr O'Neill left the meeting at 1225.</p>	

<p>7.0</p>	<p>38/13 Review of Non Molestation Orders</p> <p>D/Chief Inspector R Shields joined the meeting at 1225.</p> <p>G Steenson left meeting at 1230.</p> <p>ACC Hamilton briefed the meeting on the how serving Non molestation orders occurred in Northern Ireland compared to the rest of UK and the cost to the PSNI.</p> <p>Discussion took place on the value added by PSNI doing this role compared to other parts of the Criminal system and the various options available that could provide a more efficient, effective service. The risks involved in the serving of NMO's were also discussed.</p> <p>Dame Joan Harbinson said that Women's/victims groups and local PCSP's should be included in any consultation.</p> <p>It was agreed that the further use of the causeway system should be explored.</p> <p>Meeting agreed that after discussions with the Criminal Justice Board an update would be provided back to this meeting and this was to include a stakeholder plan.</p> <p>D/Chief Inspector R Shields left the meeting at 1300.</p>	<p>Discussions with Criminal Justice Board to take place on way forward – ACC Service Improvement</p>
<p>9.0</p>	<p>40 /13 Options paper for the alignment Public Protection arrangements within the PSNI</p> <p>ACC Hamilton briefed the meeting on the current position of Public Protection Units within Districts.</p> <p>Meeting agreed that further work to be completed by the Serious Harm Programme Board who would report back to SEB with an options paper.</p> <p>Chief Superintendent A Todd left the meeting at 1310.</p>	

10	41/13 Personal Security of PSNI staff Inspector G Bell, Security Branch joined the meeting at 1315 Inspector Bell briefed the meeting on threats faced by PSNI Staff. Discussion took place regarding security of staff outside Northern Ireland and the Chief Constable informed meeting that ACC Finlay would be discussing this issue with the Garda Commissioner shortly. Meeting approved Recommendation 4 and also Option 1. Inspector Bell left the meeting at 1345.	
12	43/13 Update for Serious Harm Programme Board ACC Harris updated the meeting on current activity by Human Trafficking crime gangs.	
13	44/13 Any Other Business No further business was proposed. Meeting ended at 1350.	

Date of Next Meeting: 15 May 2013