

MINUTES OF MEETING

NAME OF COMMITTEE: Service Executive Board

DATE: 18 April 2012

TIME: 10:30am

LOCATION: Main Conference Room

CHAIRPERSON: Deputy Chief Constable
Chief Constable

ATTENDEES:

ACC Crime Operations	
ACC Rural Region	
ACC Urban Region	
ACC Operational Support	
ACC Service Improvement	
Director of Human Resources	
Director of Finance & Support Services	

ALSO IN ATTENDANCE:

Head of Legal Services	Rep by G Steenson
Head of Corporate Communication	
Head of Command Secretariat	
Head of Governance	
Note Taker	ASO Command Secretariat

		ACTION
Quorum Check		Noted
1.0	<p>39/12 Welcome, Apologies & Minutes of Previous Meeting</p> <p>The Deputy Chief Constable welcomed those present and advised members that due to other commitments, the Chief Constable, ACC Crime Operations Branch and ACC Operations Support Branch would join the meeting later.</p> <p>Quorum was noted.</p> <p>Minutes of the previous meeting were agreed.</p>	
2.0	<p>40/12 - Actions Arising</p> <p>6/12 – Medium Term Resource Plan</p> <p>The Deputy Chief Constable to pursue an invitation to meet with PFNI Central Committee – meeting is scheduled for 3 August 2012.</p> <p>26/12 – Any Other Business</p> <p>CallSign – Head of Corporate Communication to re-circulate e-mail to SET regarding the internal communication scheme - Intranet</p> <p>29/12 - Monthly Performance Brief</p> <p>ACC Operational Support Department to review reporting mechanisms in relation to KSI figures to facilitate earlier reporting in respect of point 6.1 – carry forward to SET 16 May 2012</p> <p>31/12(a) - Emerging Corporate Risks</p> <p>ACC Operational Support Department to carry out additional work in respect of the detail required and matter to be placed before the RDR Committee – progressing</p> <p>Work to address issues highlighted through forthcoming inspection to continue - ACC Operational Support Department –</p>	<p>Action: Head of Corporate Communication to recirculation e-mail</p> <p>Action: Carried forward for update at next meeting ACC Operational Support</p> <p>Action: Carried forward for update at next meeting ACC Operational Support</p>

<p>progressing</p> <p>35/12 - Update from Chairs of Programme Boards</p> <p>Intention to merge Local Crime & Justice PB with Service Improvement PB - paper to be brought before SEB to ensure the appropriate level of governance is in place.</p> <p>ACC Criminal Justice Department</p> <p>Terms of Reference and details of the board membership to be referred to SEB 18 May 2012.</p> <p>38/12 – Any Other Business</p> <p>RUC Athletic Association</p> <p>business case to highlight efficiencies; and the application for grant to request funding for the 3 years remaining of the Current Spending Review period, in support of funding for RUC AA.</p> <p>An appropriate communication strategy to be developed around short term decision.</p> <p>Equal Pay</p> <p>Appropriate Communication Strategy to be considered following removal of PSNI/DFP from proceedings – in a further development the solicitor representing the three remaining test cases has advised verbally of the intention to discontinue the action against the PSNI and as such the PSNI will no longer be a defendant. On receipt of the formal notice of discontinuance, a communication to be issued by Director of Human Resources updating staff.</p> <p>Dissatisfaction with the Equal Pay claim was identified as a significant factor for support staff in the recent Cultural Audit; in the light of which the Chief Constable may consider writing to the Minister outlining staff concerns in this matter.</p> <p>All other actions were up to date.</p>	<p>Action: Terms of reference and membership of group to be brought back to SEB – ACC Service Improvement Department</p> <p>Action: ACC Urban Region to develop an appropriate communication strategy around the short term decision</p> <p>Action: Director of HR to update staff</p> <p>Action: Director of HR to draft letter for the Chief Constable</p>
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3.0	<p>41/12 - Monthly Performance Brief</p> <p>Item 3 was withdrawn prior to the meeting – statistics are frozen until 10 May 2012 to allow for updating.</p>	
4.0	<p>42/12 - Corporate Expenditure Report</p> <p>The Head of Finance presented the provisional outturn figures for the year ended 31 March 2012.</p>	
5.0	<p>43/12 – Verbal update from Chairs of Programme Boards</p> <p>Written reports from both Programme Boards were circulated prior to the meeting.</p> <p>Communications - ACC Service Improvement Department and Head of Corporate Communications briefed members on the current position of the Internal Communication Strategy</p> <p>General discussion around internal and external communications plans</p> <p>Serious Harm - ACC Service Improvement Department updated members on issues around DNA analysis, private companies replacing Forensic Science NI and Gateway Reviews.</p> <p>The Chief Constable and ACC Operational Support Department joined the meeting at 11:50am.</p>	
6.0	<p>44/12 - Working with Faith Communities</p> <p>ACC Crime Operations Department joined the meeting at 12:10pm.</p> <p>The paper for this item was circulated prior to the meeting. ACC Service Improvement Department reviewed the background and outlined its aims and objectives. It was suggested that, if accepted, such an initiative might sit within Community Safety Branch. Members discussed existing areas of community engagement, including volunteers, which are returning positive feedback and explored expectations, and possible pitfalls, for working with faith communities.</p>	

	<p>It was agreed that ACC Service Improvement Department would take the matter forward with agreed caveats.</p>	
<p>7.0</p>	<p>38/12 – Any Other Business</p> <p>Strategic Security Review – Change of reporting periods - Assistant Chief Constable Operational Support Department advised members that the current preparation and reporting periods for the Strategic Security Review of January and July fall at times of particularly high demands on police and police personnel.</p> <p>Members agreed to change the reporting periods to April and October with an interim report in June of this year.</p> <p>The Chief Constable advised members that the RUCGC Foundation is seeking a nominee from PSNI to join the new Board of Trustees.</p> <p>There being no other business the meeting closed at 12:45pm.</p>	<p>Action: Head of Command Secretariat to seek nominations from SET</p>

Date of Next Meeting: Wednesday, 16 May 2012