

MINUTES OF MEETING

NAME OF COMMITTEE: Service Executive Board

DATE: 18 May 2011

TIME: 10:10am

LOCATION: Main Conference Room

CHAIRPERSON: Chief Constable – M Baggott

ATTENDEES:

Deputy Chief Constable	
ACC Crime Operations	
ACC Operational Support	
ACC Urban Region	
ACC Rural Region	
ACC Criminal Justice	Rep by Chief Superintendent Farrar
Head of Media & PR	Rep by Una Williamson
Director of Human Resources	
Director of Finance & Support Services	
Head of Legal Services	Rep by Louise Crilly
Head of Command Secretariat	

ALSO IN ATTENDANCE:

A/Head of Strategic Finance	Paul Ballentine
Central Statistics	Gillian Hunter
Media & PR	Keavy Sharkey
Transtech Consultancy Services Ltd	David Armstrong
Horwath Bastow Charlton	Shane McQuillan
Note Taker	ASO, Command Secretariat

Quorum Check	Noted
<p>1 43/11 - Welcome & Minutes of Previous Meeting</p> <p>The Deputy Chief Constable opened the meeting and advised members that the Chief Constable had been delayed and would join them later</p> <ul style="list-style-type: none"> • Apologies received <p>Minutes of the previous meeting were agreed with the following amendment:</p> <ul style="list-style-type: none"> • <i>Attendees:</i> Add 'Deputy Chief Constable' <p>Members agreed that all future meetings will commence at 10:00am.</p>	
<p>2 44/11 - Actions Arising</p> <ul style="list-style-type: none"> • Carry Forwards - –Director of Finance & Support Services updated members on progress and on a recent meeting with Peter May, Department of Justice at which he discussed how future business cases are to be prepared • 41/11 – Self Effectiveness Review Superintendent McCaughan advised that at the June meeting of SEB members would hear OIC business first, with SEB business to follow. • 42/11 - Commitments - The Deputy Chief Constable advised that this was being looked at proactively. • Support to the Olympics - This is being progressed in line with operational needs. • World Police and Fire Games - ACC Urban, who is now leading on this, updated members. He intends to submit a paper to RDR Committee in due course outlining the resourcing implications of the WCFG. • Direct Award Contracts - Director of Finance & Support Services 	

	<p>advised that these are viewed on an on-going basis and challenged as considered necessary.</p> <p>Superintendent McCaughan advised that all other actions were progressing.</p>	
3	<p>The Chief Constable joined the meeting during delivery of this item.</p> <p>45/11 - Monthly Performance Brief</p> <p>Gillian Hunter, Central Statistics Unit presented an overview of performance against the 2010/11 Policing Plan based on finalised 2010/11 figures against target to be achieved).</p> <p>Ms Hunter left the meeting at the conclusion of her briefing.</p>	
4	<p>46/11 – Corporate Expenditure Report</p> <p>The A/Head of Strategic Finance provided an update to the members.</p>	
7	<p>Item 7 was taken out of turn</p> <p>49/11 – Engagement Strategy in light of new Assembly and Board being appointed</p> <p>There were no papers for this item, which was introduced by Ms Keavy Sharkey of Corporate Communications.</p> <p>Members were briefed on the ongoing work, and plans for Service Executive members to engage with external stakeholders, including members of NIPB and the Legislative Assembly. It was suggested that SEB members need to prioritise and agree allocation of stakeholder contacts. A draft list will be prepared by the Public Affairs Officer.</p> <p>Ms Sharkey left the room at the conclusion of her briefing.</p>	
5	<p>47/11 – Review of PSNI Transport Services</p> <p>Mr Shane McQuillan of Horwath Bastow Charleton (HBC), and Mr David Armstrong</p>	

	<p>of Transtech Consultancy Services Ltd, joined the meeting at 11:50am to report on their joint review of PSNI Transport Services. In the course of their review, Mr McQuillan and Mr Armstrong visited all Districts and vehicle service areas of the Estate.</p> <p>Mr McQuillan delivered a comprehensive background to the review and the key findings and recommendations.</p> <p>Mr McQuillan and Mr Armstrong left the meeting at 12:35pm.</p>	
6	<p>48/11 – RPU/ARU Paper</p> <p>This item, which refers to the alignment of ARU with RPU to provide for Spontaneous Firearms Incidents and Intercept capability, was referred to SEB from the Risk, Demand and Resourcing (RDR) meeting.</p> <p>The Deputy Chief Constable briefed members and gave the rationale for the decision to choose Option C with the addition of 2 Sergeant and 12 Constable posts for the Fatal Collision Investigation Unit.</p> <p>Following some discussion the decision of the RDR committee was endorsed.</p>	
9	<p>51/11 – Final Internal Audit Operational Plan 2011 – 2012</p> <p>The Deputy Chief Constable introduced this item, and referred to the circulated draft. It was agreed that the review of the efficiency plan should be put back to the end of the financial year. The draft plan was agreed.</p>	
10	<p>52/11 - Any other Business</p> <ul style="list-style-type: none"> • The Windsor Review <p>The Deputy Chief Constable briefed members on her recent meeting with Officials from the Department of Justice regarding the recommendations of the Windsor Review.</p>	

Date of Next Meeting: Wednesday, 15 June 2011, 10:00am