

MINUTES OF MEETING

NAME OF COMMITTEE: Service Executive Board

DATE: 19 October 2011

TIME: 10:35am

LOCATION: Main Conference Room

CHAIRPERSON: Deputy Chief Constable

ATTENDEES:

ACC Crime Operations	
ACC Urban Region	
ACC Rural Region	
Director of Human Resources	
Director of Finance & Support Services	
Head of Corporate Communication	
Head of Legal Services	Rep by L Crilly
Head of Command Secretariat	

ALSO IN ATTENDANCE:

Head of Finance	
Head of Central Statistics	
Head of Governance	
Executive Business Support	A/C/Inspector W McIlwaine
Executive Business Support	Inspector Business Support
Executive Business Support	J Passmore
Deloitte	
Deloitte	
Note Taker	ASO Command Secretariat

		ACTION
Quorum Check		Noted
1	<p>76/11 - Welcome & Minutes of Previous Meeting</p> <p>The Deputy Chief Constable welcomed those present and heard apologies from the Chief Constable, ACC Finlay and Donna Scott.</p> <p>Minutes of the previous meeting were agreed with amendment.</p> <p>Quorum noted.</p>	
2	<p>77/11 - Actions Arising</p> <p>70/11 - Monthly Performance Brief</p> <ul style="list-style-type: none"> • Progress noted. • PSD to be included within scope of CID Review - ACC DPC <p>71/11 – Corporate Expenditure Report</p> <ul style="list-style-type: none"> • A paper to be produced to show how many additional officers/staff would be required if overtime was not used. Look at both main grant and security funding - ACC Rural and ACC Urban - in process <p>72/11 – Report on the Format, Timing and Content of Information Supplied to the Board by PSNI</p> <ul style="list-style-type: none"> • ongoing <p>All other actions are completed.</p>	
3	<p>78/11 - Monthly Performance Brief</p> <p>The Director of Human Resources joined the meeting during discussion of this item.</p> <p>The Head of Central Statistics Unit joined the meeting to present an overview of</p>	

	<p>performance against the 2011/12 Policing Plan as at 17 October 2011 (based on current rolling 12 months, against target to be achieved).</p> <p>At the end of this item, Head of CSU and Inspector, Business Support left the meeting.</p>	
7	<p>This item was taken out of turn</p> <p>82/11 Policing Plan & Continuous Improvement 2012/15</p> <p>Policing Plan</p> <p>Acting Chief Inspector McIlwaine briefed members on progress to date. Members discussed the submission, and agreed that the draft to be placed before NIPB officials should focus upon outcomes, and qualitative targets.</p> <p>Continuous Improvement</p> <p>The Head of Governance introduced this item with a brief background on the Continuous Improvement Plan and an update of the present position in respect of projects in process and proposals.</p>	
5	<p>80/11 – Stewardship Statement</p> <p>The Head of Governance presented this item. The meeting noted and agreed the statement.</p>	
6	<p>81/11 – Corporate Risk Register – Estates Strategy</p> <p>The Risk Manager briefed members on potential risks arising from the implementation of the Estate Strategy.</p> <p>It was agreed that a broad risk exists of a perception of reduced services due to the implementation of the 4 Year Efficiency Plan.</p>	

4	<p>79/11 – Corporate Expenditure Report</p> <p>The Head of Finance presented the monthly financial report.</p>	
8	<p>83/11 - Briefing on Fraud and Bribery Act</p> <p>Two representatives of Deloitte briefed SET on the risks for the organisation from this new piece of legislation.</p>	
9	<p>84/11 - Service Executive Portfolios</p> <p>This item was introduced by the Deputy Chief Constable. With the following changes the schematic was agreed:</p> <ul style="list-style-type: none"> • ACC Operations to read ‘ACC Uniform Operations’ • ACC DPC – the roles to be badged under Ops and Service Delivery, in line with the titles applied to District Superintendents • Work is ongoing to list those committees chaired by SET members under their roles. 	
10	<p>85/11 – Other Business</p> <p>There being no other business the meeting closed at 1:30pm</p>	

Date of Next Meeting: Wednesday, 16 November 2011