

MINUTES OF MEETING

NAME OF COMMITTEE: Service Executive Board

DATE: 20 June 2012

TIME: 10:20am

LOCATION: Main Conference Room

CHAIRPERSON: Chief Constable

ATTENDEES:

Deputy Chief Constable	
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: L Crilly
Head of Corporate Communication	
Head of Command Secretariat	
Head of Finance	
Head of Governance	
Head of Central Statistics Unit	
Planning & Performance	Chief Inspector W McIlwaine
Note Taker	ASO Command Secretariat

		ACTION
Quorum Check		Noted
1.0	<p>57/12 – Welcome, Apologies & Minutes of Previous Meeting</p> <p>The Chief Constable welcomed those present and accepted apologies from the Head of Legal Services.</p> <p>Minutes of the previous meeting on 16 May 2012 and the extra-ordinary meeting on 1 June 2012 were accepted.</p>	
2.0	<p>58/12 – Actions Arising</p> <p>All actions were complete and up to date.</p>	
3.0	<p>59/12 - Monthly Performance Brief</p> <p>This was the first month for reporting in the new format against the new Policing Plan.</p> <p>The Head of Central Statistics Unit presented an overview of the Policing Plan 2012/13 Performance Summary and advised members that confidence and satisfaction in policing is at an all time high with increased satisfaction levels in all categories for the year 2011; these increased figures are the best for the last seven years.</p> <p>Head of CSU left the meeting at this point; The Deputy Chief Constable stepped outside of the meeting at 11:00am.</p>	
4.0	<p>60/12 - Policy Review – Terms of Reference</p> <p>Chief Inspector McIlwaine reviewed papers that had been circulated prior to the meeting and updated members on progress to date.</p> <p>Members approved the further review within the Terms of Reference and asked for the matter to be returned to SEB in September (2012).</p>	

5.0	<p>61/12 - Corporate Expenditure Report</p> <p>The Head of Finance presented the Corporate Financial Reports.</p>	
	<p>The Deputy Chief Constable rejoined the meeting at 11:27am.</p>	
8.0	<p>64/12 – Annual Report & Accounts</p> <p>This item was taken out of turn.</p> <p>The Head of Finance introduced the item and advised that the report and accounts had been agreed by the Audit & Risk Committee and that the final stage of governance was through this forum.</p> <p>Members agreed the content of previously circulated papers and recommended them for the signature of the Chief Constable.</p>	
6.0	<p>52/12 – Programme Boards Terms of Reference and Annual Business Plans</p> <p>Head of Governance introduced this item; papers had been circulated prior to the meeting.</p> <p>Members reviewed and agreed the following:</p> <ul style="list-style-type: none"> • Terms of Reference and the Annual Business Plan for Policing with the Community Programme Board; • Terms of Reference for Leadership and Training Programme Board; and • The amended Annual Business Plan for Serious Harm Programme Board 	
9.0	<p>56/12 – Any other business</p> <p>The minutes of the extra-ordinary meeting of 8 April 2012, which had been overlooked, were agreed</p> <p>Due to an unexpected event the meeting adjourned at 12:00noon.</p>	

**Meeting resumed at 2:00pm on Friday, 22 June 2012 in the
Chief Constable's Briefing Room**

6.0	<p>Continued - 52/12 – Programme Boards Terms of Reference and Annual Business Plans</p> <p>Members agreed that the Business Plan for the Leadership and Training Programme Board and the amended Business Plan for the Communications Programme Board should be brought to SEB in August.</p>	
7.0	<p>63/12 – Verbal Update from Chairs of Programme Boards</p> <p>Members noted previously circulated papers from the Communications Programme Board and the Leadership & Training Programme Board.</p> <p>ACC Crime Operations updated members on the use of Social Media and Planned Training; and the Director of Human Resources discussed the IPR process for Superintendents.</p>	
9.0	<p>56/12 – Any other business - continued</p> <p>Chief Constable reminded colleagues that the deadline Senior Police National Assessment Centre (PNAC) was approaching and that he would be considering applications in the near future.</p>	

Date of Next Meeting: Wednesday, 18 July 2012