

**MINUTES OF MEETINGS**

**NAME OF COMMITTEE: Service Executive Board**

**DATE: 21 August 2013**

**TIME: 09.20am**

**LOCATION: Main Conference Room, Brooklyn**

**CHAIRPERSON: Deputy Chief Constable**

**ATTENDEES:**

ACC Crime Operations	D Harris
ACC Urban Region	W Kerr
ACC Operational Support	Rep by Superintendent R Marshall
ACC Rural Region	G Hamilton
ACC Service Improvement	M Hamilton
Director of Human Resources	Rep by M Cox
Director of Finance & Support Services	D Best

**ALSO IN ATTENDANCE:**

Head of Corporate Communications	L Young
Head of Command Secretariat	Rep by Inspector R Dempsey
Head of Legal Services	Rep by L Crilly
Head of Finance	M McNaughten
Planning & Governance	D Thornton
Planning & Governance	S Hagen
Note Taker	EO2 Command Secretariat
Note Taker	ASO Command Secretariat

	<b>Quorum Check</b>	<b>Noted</b>
<p><b>1.0</b></p>	<p><b>78/13 Welcome, Apologies &amp; Minutes of Previous Meeting</b></p> <p>The Deputy Chief Constable opened the meeting.</p> <p>A quorum was noted as being in place.</p> <p>Apologies received from Chief Constable. ACC Service Improvement would be joining the meeting later.</p> <p>Deputy Chief Constable asked that members check draft versions of minutes circulated for comment as soon as possible, after they are circulated and when recollections of the meeting are fresh in people's minds.</p> <p>Minutes of the previous meeting held on 17 July were accepted.</p> <p>Minutes of the extraordinary meeting held on 7 August 2013 were accepted.</p> <p>Papers for all items were circulated to members prior to the meeting to allow reading time.</p>	
<p><b>2.0</b></p>	<p><b>79/13 Actions Arising from last meeting</b></p> <p>The following actions from meeting on 17 July 2013 were noted as ongoing.</p> <p><b>8/13 G8 Update</b></p> <p>The Chief Constable expressed the need to thank all members who participated during the recent G8 Summit – <b>ACTION: ACC Operational Support</b></p> <p><b>67/13 Monthly Performance Brief including Security Stats</b></p> <p>Reporting on Commitment Seven to be suspended until this issue has been addressed</p>	

	<p>– matter to be raised at next SEB meeting.  <b>ACTION – Form of words to be developed to advise the Policing Board</b></p> <p><b>70/13 Overview Report</b></p> <p>Committee members to discharge as many Overview recommendations as possible before October Audit and Risk meeting – <b>ACTION: All SEB Members</b></p> <p><b>71/13 Update of Serious Harm Programme Board</b></p> <p>The Deputy Chief Constable suggested that the offer of themed presentations to the Board should be revisited for October. Deputy Chief Constable to discuss with NIPB Chief Executive – <b>ACTION: Deputy Chief Constable</b></p> <p>All other items were noted as being completed.</p> <p>The following actions from meeting on 7 August 2013 were noted as ongoing.</p> <p><b>76/13 Recruitment</b></p> <p>Agreed recruitment of 100 for 2014/15 on the understanding that the number could be increased if required.</p> <p>DCC, supported by ACC Rural, suggested that it was necessary to show the balance between the intent to recruit to 6953 consistent with the case evidenced in the Resilience Review, and the Accounting Officer responsibility to exercise due diligence with the available budget - <b>ACTION: Mr Cox</b></p> <p>All other items were noted as being completed.</p> <p>Deputy Chief Constable thanked all involved in the World Police and Fire Games and who contributed to a very successful event.</p>	<p><b>Consult with DPC ACC's - Head of Corporate Governance</b></p>
<p><b>3.0</b></p>	<p><b>80/13 Monthly Performance Brief Including Security statistics</b></p> <p>Dympna Thornton, Planning and Governance presented an overview of the policing plan</p>	

<p>performance Summary for the period, April 2013 – 16<sup>th</sup> August 2013.</p> <p>Areas that were of concern were overall crime and confidence levels in Police.</p> <p>The latest quarterly findings from the NI Crime Survey on Perceptions of Policing, Justice and ASB were published on 1<sup>st</sup> August 2013. The report covers the 2012/13 financial year and includes the most recent figures reported against the policing plan indicator of “level of confidence”.</p> <p>Overall confidence as reported at last month’s SEB was 64.8%, up to December 2013. This most recent finding reports confidence being <b>0.2%</b> above that figure, and is the highest figure across all 4 quarters of the last financial year. The overall confidence figure for the financial year 12/13 was 65%. (The figure for the 11/12 financial year was 65.5%)</p> <p>Overall levels of crime continue to rise across a number of crime types, and are showing a rise of 1.9% over the most recent 12 months. There have been marked increases in some districts especially A, B and C. However F district has seen a substantial fall.</p> <p>Anti Social Behaviour (ASB) figures show a slight rise when we look across the most recent 12 months. Of note however are the actual monthly figures which show that the July 2013 figure for ASB is 6,973. This figure is at its second highest level over a 3 year period, with the peak over the 3 years showing at 7,731 incidents in October 2010. PSNI ASB figures remain lower than the England and Wales average rate of ASB per 1,000 of the population (England and Wales average is 40.08 per 1,000 of the population – PSNI rate is 36.28 per 1,000 of the population).</p> <p>Burglary figures across the service are showing a reduction, when the most the recent 12 month figures are examined. In relation to our MSF group, PSNI are in the enviable position of having the lowest figure by comparison to all other 5 Forces, and by a significant margin for</p>	
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<p>the most part. Deputy Chief Constable stated it was surprising that despite recent operational pressures that Burglary was falling. ACC Urban stated that arrests in connection with Operation Titan and Dulcet may have had an influence. Burglaries and Robberies where older persons are victims shows a slight rise (2.0%) over the most recent 12 months, but the position relative to the target figure of 1,512 set in 2011/12 remains positive. 4 out of the 8 Districts have had increases in this category of crime in this financial year, while the remaining 4 Districts have seen decreases.</p> <p>The most recent figures show a decrease in the number of Crime Outcomes in 6 out of the 8 Districts. G District would appear to have experienced the greatest positive change in its detection rates, with an increase of 4% in the rate of detections in the District.</p> <p>Although we are on track to meet the targets contained within the Road Safety Strategy to 2020, there are areas of note in relation to figures for numbers of people killed/seriously injured. In the period since the start of this financial year, 5 more people have lost their lives on the roads compared to the same period last year, with the figure sitting at 25 people killed since 1<sup>st</sup> April 2013, and if viewed across the calendar year 38 people have been killed on the roads of Northern Ireland since 1<sup>st</sup> January 2013. Of those 23 deaths, 16 have occurred in F and H Districts (8 fatalities in each).</p> <p>Concerns were raised in regard to the operational impact of recent disorder on performance and it was agreed that some additional narrative was required to explain this when the figures were being provided to the Board.</p> <p>Allegations of incivility have shown a decrease over the most recent 12 months. Allegations of oppressive behaviour and failure in duty have seen increases, with the greatest rise shown in allegations of oppressive behaviour; there has been a rise of 28.5% in allegations of oppressive behaviour. 6 out of the 8 Districts have experienced increases in allegations of</p>	
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<p>oppressive behaviour, with B District experiencing the most significant increase.</p> <p>Deputy Chief Constable stated that in light of recent protests that a rise in this area was not surprising and ACC Rural stated that we have actively been encouraging people to forward complaints to the Office of the Police Ombudsman.</p> <p>Deputy Chief Constable indicated that it would be helpful to have some greater analysis around complaints of oppressive behaviour and that she would raise this in her next meeting with the Police Ombudsman.</p> <p>The amount of time spent on patrol is the lowest in the financial year so far, with A District showing the lowest figure for amount of time spent on patrol for July (on patrol 49.69%, equating to a -7.33% change on the March 2012 baseline figure). The District showing the greatest positive change for the month comparative to the March 2012 baseline is E District with a +12.12% difference. A discussion took place on how these figures are measured.</p> <p>Comparative to figures reported at last months SEB, the numbers of Organised Crime Gang's frustrated, disrupted and dismantled continues to rise steadily. A total of 155 Organised Crime Gang's, have been identified as being involved in organised criminality across Northern Ireland, and are currently being monitored. Figures show an increase in the value of cash seizures. The value of confiscation orders have decreased by over a quarter of a million pounds compared to the same period in last financial year and It would appear that resources deployed during the G8 period have had impact in the reduced number of interventions into criminal finances. ACC Crime Operations briefed the meeting on criminal assets and civil assets and the lack of a National Crime Agency in Northern Ireland.</p> <p>Deputy Chief Constable advised that it was important to highlight the impact of having no National Crime Agency in Northern Ireland in any narrative accompanying the figures.</p>	<p><b>Analysis of oppressive behaviour to be raised with PONI – Deputy Chief Constable</b></p>
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	<p>There has been a continued increase in the number of Anti Social Behaviour incidents which are alcohol related. The figure of 19.8% of all crimes has alcohol as a contributory factor.</p> <p>ACC Rural highlighted some identified issues around use of the Alcohol field on Niche and that it was now being used.</p> <p>Commenting on the Ten Commitments, there has been little or no change for commitments 1-9, with Number ten showing only 2% dissatisfied with the service they had received.</p> <p>ACC Service Improvement joined the meeting at 10:00am.</p> <p>Dympna Thornton presented an overview of the Security statistics. Figures indicate a reduction of 17 attacks on the same period last year. Statistics show an increase in Loyalist paramilitary style attacks. There has also been a decrease on the numbers arrested under Section 41 of the Terrorism ACT this year.</p> <p>ACC Crime Operations briefed the meeting on the current security situation and preventative action that had been taken that the figures do not record.</p> <p>Discussion took place on the use of security funding and the Deputy Chief Constable reinforced the need for narrative to be provided when releasing performance figures.</p> <p>It was agreed that that the arrows within Security statistics (page 2) be removed.</p> <p>Dympna Thornton left the meeting at 1015.</p>	<p>Check if Alcohol field on Niche was mandatory – <b>ACC Rural</b></p> <p>Removal of arrows with page 2 of Security Statistics – <b>Head of Corporate Governance</b></p>
<p><b>4.0</b></p>	<p><b>81/13 Changes to Corporate Risk Register</b></p> <p>Head of Corporate Governance presented paper on the Corporate Risk register.</p>	

	<p>The removal of Management of police Information (Mopi) as a corporate risk was agreed by the meeting.</p> <p>Director of Finance &amp; Support Services stated that there is a risk that PSNI will not have sufficient budget in the current financial year to meet operational pressures, resulting in a significant over spend against available budgets or short term cuts, with both reputational and operational consequences.</p> <p>Deputy Chief Constable stated that financial controls needed to be put in place but that public and officer safety could not be compromised.</p> <p>Deputy Chief Constable asked that the reference to World Police and Fire Games 2013 be removed as this could not be considered a pressure given that planning had been ongoing since 2007.</p> <p>Meeting agreed risk in relation to the In-Year Budgets (2013/14) be included in Corporate risks.</p>	<p>Changes to Corporate Risk Register to be updated – <b>Head of Corporate Governance</b></p>
<p><b>5.0</b></p>	<p><b>60/13 Annual Self Effectiveness Review of programme Boards.</b></p> <p>Head of Corporate Governance presented papers on the effectiveness of the leadership and Training and also the Policing with the Community programme Boards.</p> <p>The Leadership and Training programme board was discussed as members raised that the remit was too narrow, it was poorly focused and there were concerns about its functionality.</p> <p>Head of Corporate Governance stated that he would forward an up to date copy of the Corporate Governance committee schematic to all members.</p> <p>Deputy Chief Constable stated the PSNI was a</p>	<p>An up to date copy of the Corporate Governance Committee schematic chart to be sent to all SEB members - <b>Head of Corporate Governance</b></p>

	<p>large complex organisation and that our Governance framework was also complex. . The Programme Board review and in particular the Leadership and Training programme board required further in depth discussion at the next SET away day.</p> <p>5 minute break taken at 1030.</p> <p>Lynn Yallop , Collette Archer and Cara McCrory from PWC joined the meeting.</p>	<p>Programme Board Review and Future of Leadership and Training programme board to be discussed at next SET away day - <b>Deputy Chief Constable</b></p>
<p><b>6.0</b></p>	<p><b>82/13 New Internal Auditors – Presentation</b></p> <p>Director of Finance &amp; Support Services introduced Lynn Yallop, Collette Archer and Cara McCrory from PWC as the new auditors for PSNI.</p> <p>PWC then gave a detailed presentation planned Internal Audit service they are supplying to PSNI and the approach they intend to adopt.</p>	
<p><b>7.0</b></p>	<p><b>83/13 Internal Audit Charter &amp; Proforma Reports</b></p> <p>Following previous PWC presentation SEB members asked for clarification around the Internal audit methodology and the matrix scoring for assurance levels.</p> <p>Director of Finance &amp; Support Services raised the issue that PWC were also the auditors for the NIPB and whether this may be a conflict of interest. Cara McCrory, PWC stated that this had been identified at an early stage and they have written to NIPB to provide reassurance on this point and they were due to receive a response shortly.</p> <p>Director of Finance &amp; Support Services asked for any further feedback on the charter to be forwarded to him.</p> <p>Deputy Chief Constable advised that this matter would be discussed at the forthcoming closed session of the Audit and Risk Committee.</p> <p>Discussion also took place on how best to drive internal audit strategy and how this would be a</p>	

	<p>good opportunity for new thinking.</p> <p>Deputy Chief Constable indicated that it was important to agree the internal audit plan as soon as possible and asked Chief Officers to give this their full consideration.</p> <p>Head of Corporate Governance advised that Overview might look slightly different going forward and the Deputy Chief Constable suggested that a presentation by PWC on their audit approach and methodology at the November Discussion forum might be helpful.</p> <p>Deputy Chief Constable thanked PWC for their presentation and stated that SEB looked forward to working with them in the future.</p> <p>Lynn Yallop, Collette Archer and Cara McCrory from PWC left the meeting at 11:15am.</p>	
<p><b>8.0</b></p>	<p><b>84/13 Corporate Expenditure Report</b></p> <p>The Head of Finance presented the Corporate Financial Reports as at the end of July 2013.</p> <p>An overall pressure of £50.8.m was reported at the end of July (excluding Hearing loss &amp; ring fenced items), largely reflecting significant pressures of £41.6m on recoverable G8 expenditure, £7.3 mutual aid costs, £ 5.7 m police overtime, £1.9 m HET and £1.8m payment of provisions, offset by net easements of £7.5m in corporate non- pay and police staff pay budgets.</p> <p>A full year overspend of £68.0 m was also projected, reflecting pressures in recoverable G8 expenditure of £43.5m, police overtime £8.2m, mutual aid costs £7.3m, HET £6.1m, police pay £5.2m (reflecting the requirement to access the PSNI reserve of £5.0 m available in 2013/14), payment of provisions £3.0m and other net easements of £5.3m.</p> <p>Excluding G8 costs and the claim on reserve, a full year pressure of £19.5m is currently projected, largely made up of overtime £8m, mutual aid £7m and HET £6m. The Head of Finance highlighted that this requires urgent</p>	<p>Bid should be included for overtime in the October monitoring Round , in addition to mutual aid and HET –</p>

	<p>decisive action.</p> <p>Deputy Chief Constable advised that it was important that an operational ACC was present when finance/resource meetings were taking place at the Policing Board to ensure that there was an operational context input. Deputy Chief Constable asked ACC Rural to ensure that he had the dates of the Board's Resource Committee meetings in his diary and be in a position to accompany Director of Finance and Support Services and when he was unavailable that he should arrange for another ACC to attend.</p>	<p><b>Head of Finance</b></p> <p>High Level contingency plan on how financial deficit might be addressed and potential impact to be drawn up for next SEB - <b>Head of Finance</b></p>
<p><b>9.0</b></p>	<p><b>85/13 Consultation on Reform of Police Discipline and Unsatisfactory Procedures in Northern Ireland</b></p> <p>D/Inspector U Merrick, Service Improvement Department joined the meeting</p> <p>ACC Service Improvement and D/Inspector Merrick briefed the meeting on the background of legislation proposed, the current Home Office position and the differences between how PSNI differ from other GB Police services in matters of Police Discipline and Unsatisfactory Procedures. The role of PONI was also discussed.</p> <p>Following discussion it was agreed that the PSNI response should indicate substantial change from the current position and PSNI should move towards an employment based approach and disciplinary/misconduct process should be speeded up.</p> <p>The following issues were agreed as the PSNI position by the meeting</p> <ul style="list-style-type: none"> <li>- Disciplinary panels to be chaired by at least Chief Superintendent rank</li> <li>- The number of panel members should reduce from 3 to 2.</li> <li>- Removal of Chief Constable's review</li> <li>- Police Appeals Tribunals to have two persons</li> <li>- PONI invited to attend misconduct panels</li> <li>- PSNI should move away from fines as a</li> </ul>	<p>Further comments to be</p>

	<p>disciplinary penalty</p> <p>ACC Service Improvement stated that if any members had any further comments then they should be forwarded to Service improvement Department within the next week</p> <p>D/Inspector U Merrick left the meeting at 1225.</p>	<p>forwarded to Service Improvement – <b>SEB Members</b></p>
10.0	<p><b>86/13 Policing with the Community Programme Boards</b></p> <p>ACC Rural briefed the meeting on the current Policing with the Community Work streams. He also informed the meeting of changes within NIPB representation.</p> <p>Head of Corporate Governance raised the issue in regard to the lack of programme board post implementation reviews and highlighted that a revised template was being developed which would be circulated in due course for views.</p> <p>Louise Crilly left the meeting at 1230.</p>	<p>Post implementation review Template to be forwarded to SEB members – <b>Head of Corporate Governance</b></p>
11.0	<p><b>87/13 Any Other Business</b></p> <p>Deputy Chief Constable updated meeting on upcoming arrival of Richard Haas for political talks and the preparation that will be needed by PSNI.</p> <p>It was agreed that ACC Service Improvement lead on this matter and that this will be discussed after SET in the near future.</p>	<p>Meeting to be held after SET for Preparation for Richard Haas Talks – <b>ACC Service Improvement</b></p>

**Date of Next Meeting 19<sup>th</sup> September 2013**