

MINUTES OF MEETING

NAME OF COMMITTEE: Service Executive Board

DATE: 21 November 2012

TIME: 11:00am

LOCATION: Main Conference Room

CHAIRPERSON: Chief Constable

ATTENDEES:

Deputy Chief Constable	
ACC Crime Operations	
ACC Rural Region	Rep by ACC Urban
ACC Urban Region	
ACC Operational Support	Rep by Chief Superintendent P Farrar
ACC Service Improvement	Rep by Superintendent A Skelton
Director of Human Resources	
Director of Finance & Support Services	

ALSO IN ATTENDANCE:

Head of Corporate Communication	
Head of Governance	
Head of Legal Services	
Head of Command Secretariat	Rep by Inspector, Staff Officer to Deputy Chief Constable
Head of Statistics Branch	T Mathewson
Statistics Branch	G Hunter
Head of Finance	
Planning & Governance	D Thornton
Planning & Governance	Chief Inspector W McIlwaine
Planning & Governance	J Passmore
A/Head of Transport Branch	M Belshaw
Transport Branch	B Elliott
Public Affairs	K Sharkey
Note Taker	ASO Command Secretariat
Observer	ASO Command Secretariat

		ACTION
Quorum Check		Noted
1.0	<p>90/12 – Welcome, Apologies & Minutes of Previous Meeting</p> <p>The Chief Constable welcomed those present and accepted apologies on behalf of the Assistant Chief Constable Rural Region, Assistant Chief Constable Operational Support Department and Assistant Chief Constable Service Improvement Department.</p> <p>A quorum was noted when the Deputy Chief Constable joined the meeting at 11:23am</p> <p>Minutes of the previous meeting on 24 October 2012 were accepted.</p> <p>Papers for all items were circulated to members prior to the meeting to allow reading time.</p>	
2.0	<p>91/12 – Actions Arising</p> <ul style="list-style-type: none"> • 85/12 - Monthly Performance Brief - Assistant Chief Constable Urban Region advised that the matter was well in hand; Journalists would be briefed on Friday. • 86/12 – Corporate Expenditure Report – in process • All other actions were completed. 	
3.0	<p>Ms B Elliott and Mr M Belshaw joined the meeting at 11:16am.</p> <p>98/12 - Transport Transformation Project</p> <p>The Director of Finance & Support Services introduced Ms Elliott and Mr Belshaw who delivered a Powerpoint presentation that expanded on papers for this item.</p> <p>The Chief Constable congratulated both presenters for an immensely impressive overview of the issues. They were also congratulated on their work and progress to date; feedback from operational units on service delivery was reported as very favourable. Members noted the huge investment of time spent on changing the culture within Transport Services.</p> <p>The Acting Head of Transport Services identified support to extend resourcing and engagement and a motivational visit</p>	

	<p>from members of the Service Executive Team as a way forward</p> <p>Assistant Chief Constable Crime Operations Branch joined the meeting at 11:27am.</p> <p>The Chief Constable asked that the Acting Head of Transport to pass on the thanks of the committee to the members in Transport Services for the work which they have all undertaken and delivered.</p> <p>Ms Elliott and Mr Belshaw left the room at 11:48am.</p>	
<p>4.0</p>	<p>92/12 - Monthly Performance Brief</p> <p>The Head of Statistics Branch, Ms G Hunter, Ms J Passmore, Ms D Thornton and Chief Inspector Mcllwaine joined the meeting at 11:50am.</p> <p>The Head of Central Statistics Unit presented an overview of the Policing Plan 2012/13 Performance Summary as at 19 November 2012.</p> <p>Chief Superintendent Farrar asked for the record to show that Assistant Chief Constable Operational Support Department requested the Head of Statistics Branch to continue to present the Brief; this was supported by Assistant Chief Constable Urban Region.</p> <p>It was agreed that going forward there would be no necessity for Head of Statistics Branch to attend SEB and that the presentation would be provided by Chief Inspector Mcllwaine. The matter would be kept under review.</p> <p>Policing Commitments Report</p> <p>A short discussion took place in relation to this issue.</p>	<p>Head of Statistics and Chief Inspector Mcllwaine to note</p>
<p>5.0</p>	<p>93/12 - Crime Outcomes - Home Office initiative</p> <p>The Head of Statistics Branch and Ms Hunter introduced this item, which outlined intended changes to how crimes are recorded in England and Wales.</p> <p>Changes to the present method of recording crime would show an outcome for all recorded crime, including discretionary disposals something which does not happen at present.</p> <p>The paper offered four options and recommended option three.</p>	

	<p>Members discussed resourcing implications and the need for local consultation with the Department of Justice and the Northern Ireland Policing Board etc.</p> <p>Decision: Proposal agreed.</p>	<p>Head of Statistics Branch to write to Home Office</p>
6.0	<p>94/12 - Crime Statistics Classification</p> <p>The Head of Statistics Branch introduced this item. Members were asked to decide if they wish to maintain comparability with England and Wales by introducing the same changes to how statistics are presented.</p> <p>Members heard that there would be direct impact for frontline officers and OCMT personnel; the change was agreed.</p> <p>Decision: Proposal agreed.</p> <p>Head of Statistics and Ms Hunter left the room at 12:40pm.</p>	<p>Head of Statistics Branch to write to Home Office</p>
7.0	<p>95/12 - Overview Report</p> <p>Ms Passmore reviewed the number of recommendations open and progressing; 48% of all current recommendations are assigned to Service Improvement Department.</p> <p>SET members agreed to review outstanding recommendations relevant to their portfolios to ensure that they were still relevant, and to discharge recommendations where appropriate.</p>	<p>All SET members</p>
8.0	<p>96/12 - Changes to Corporate Risk Register</p> <p>This paper, which was introduced by Ms Passmore, was brought as a result of decisions taken at the Risk, Demand & Resourcing Committee meeting on 14 November. As owner of the Corporate Risk Register the Chief Constable was asked to agree proposed changes to the Register.</p> <p>Decision: Agreed.</p> <p>Ms Passmore, Ms Thornton and Chief Inspector McIlwaine left the meeting at 12:55pm.</p>	
9.0	<p>97/12 - Corporate Expenditure Report</p> <p>The Head of Finance presented the Corporate Financial</p>	

	<p>Reports.</p> <p>Recruitment Decisions from RDR on 14 November 2012 for noting</p> <p>Noted by members.</p>	
	<p>Ms K Sharkey joined the meeting at 1:15pm</p>	
10.0	<p>100/12 - Legacy Report for Northern Ireland Policing Board</p> <p>The Deputy Chief Constable introduced the item and reviewed the issues, and the implications for resources given the likelihood that the review of historical cases would increase over time.</p> <p>Decision: Interim paper noted, with some additional work required prior to presentation to the Policing Board.</p> <p>Ms Sharkey left the meeting at 1:45pm.</p>	<p>Ms Sharkey</p>
11.0	<p>102/12 - HET Funding</p> <p>The Director of Finance and Support Services introduced this item, the basis for which was an item in the 'Minutes of the Police Resourcing Group meeting on 18 September 2012' when the Department of Justice asked if the "<i>budgetary carry forward for years three and four of the current CSR to cover costs</i>" could be used as additional funding for HET over the coming two years.</p> <p>Decision: Agreed that HET funding should not come from the main grant.</p>	<p>Director of Finance & Support Services to draft a letter to Department of Justice from the Chief Constable</p>
12.0	<p>101/12 - The Undertaking of Annual Physical Security Inspections Northern Ireland Courts and Tribunals Service Properties</p> <p>Chief Superintendent Farrar introduced this item, which had previously been considered by the Risk, Demand & Resourcing Committee.</p> <p>Decision: Members agreed that Security Sub-branch should undertake the annual inspection for one year only.</p>	<p>Deputy Chief Constable to respond to Jacqui Durkin outlining the decision.</p>

<p>13.0</p>	<p>99/12 - Draft TOR for the PSNI Audit and Risk Committee</p> <p>This item, which was introduced by the Director of Finance & Support Services, was brought forward from the most recent meeting of the Audit & Risk Committee for approval. Papers had been circulated prior to the meeting.</p> <p>Noted.</p> <p>Deputy Chief Constable asked that Assistant Chief Constables be invited to the meeting as observers on a rotational basis</p>	
<p>14.0</p>	<p>80/12 – Update from Chairs of Programme Boards</p> <p>Serious Harm Programme Board</p> <p>Assistant Chief Constable Crime Operations Department updated members, in more detail, on the many projects currently being undertaken</p>	
<p>15.0</p>	<p>104/12 – Any other business</p> <p>Invest to Save - Business case for Consolidation of Contact Management centres for 'E' & 'F' and for consolidation of CCTV Monitoring. Assistant Chief Constable Kerr recapped the content of this paper; the item was approved in principle costs will be provided to members.</p> <p>The matter of annual leave during the run up to and immediately following the G8 was raised. Members agreed that no further leave should be approved for the period 10 – 21 June 2013.</p> <p>Members agreed that the G8 should be a standing agenda item for SEB meetings until further notice.</p> <p>Chief Constable requested an Extra-ordinary meeting to discuss G8, Chief Superintendent Farrar advised that a special meeting for SET was arranged for Monday.</p> <p>There being no further business the meeting closed at 2:00pm.</p>	

Date of Next Meeting: Wednesday, 19 December 2012