

## **NORTHERN IRELAND POLICING BOARD**

### **MINUTES OF THE HUMAN RESOURCES COMMITTEE MEETING HELD ON THURSDAY, 10 NOVEMBER 2011 AT 2:00PM IN WATERSIDE TOWER, BELFAST**

#### **PRESENT:**

#### **MEMBERS:**

Mr Trevor Lunn (Chairperson)  
Mrs Joan O'Hagan (Vice Chairperson)  
Mrs Anne Connolly  
Mr Stuart MacDonnell

- (1)** Mr Ian McCrea  
Ms Caitriona Ruane
- (2)** Mr Brian Rea (Chairperson of Board)

#### **PSNI IN ATTENDANCE:**

- (3)** Mr Michael Cox, Deputy Director of Human Resources
- (3)** Ms Carmel McCormack, Head of People Development

#### **OFFICIALS IN ATTENDANCE:**

Mr Edgar Jardine, Interim Chief Executive  
Mr Peter Gilleece, Director of Policy  
Four Board Officials

- (1)** Item numbers 1 – 10
- (2)** Item numbers 1 – 5 only
- (3)** Part item number 8

#### **1. APOLOGIES, ETC**

Apologies were received on behalf of Mr Ross Hussey. NOTED.

The Chairperson asked Members to declare any conflicts of interests arising from the agenda. No conflicts of interests were declared.

## **2. MINUTES OF THE MEETING OF THE HUMAN RESOURCES COMMITTEE HELD ON 13 OCTOBER 2011**

The Committee considered the minutes of the meeting held on 13 October 2011.

It was:-

### **RESOLVED:**

That the draft minutes of the Human Resources Committee meeting held on 13 October 2011 be agreed.

## **3. MATTERS ARISING FROM THE MINUTES OF THE MEETING**

### **3.1 Briefing On The Employment Of Agency And Managed Service Staff (Item 3.1 Of Minutes Refers)**

The Committee noted:-

- That written responses had been received to the Member's questions regarding the private company which carries out work for the PSNI and the employment of Agency Staff. The Member concerned had been provided with a copy of the letter;
- Details of an article which appeared in the press which outlined information regarding the private company;
- That a letter had been sent to the PSNI Director of Human Resources expressing concern about the responses that he had given to Members questions at the meeting on 13 October 2011.

NOTED.

Officials advised the Committee that it was expected that responses to Members' requests for information would be discussed at the informal meeting between the Board and PSNI Service Executive Team on 24 November 2011.

Following discussion, it was:-

**AGREED:**

That officials should provide Members with:-

- A copy of the PSNI's responses to the Member's questions;
- A copy of the press article relating to the private company;
- A copy of the Chairperson's letter to the PSNI Director of Human Resources and a copy of the Director's reply if one was received.

**3.2 PSNI Secondments** (Item 3.2 Of Minutes Refers)

This matter was dealt with at item 6.

**3.3 National CIPD Award** (Item 4.1 Of Minutes Refers)

The Committee noted that the Chairperson would send a letter of congratulations to the PSNI on receiving the National CIPD Award for Health and Wellbeing. NOTED.

A Member requested information on the religious breakdown of Police Officers and Staff at various ranks and grades in the PSNI. Officials advised that this information was provided by PSNI at the Committee meeting on 8 September 2011 during the presentation of the PSNI Equality, Diversity and Good Relations Strategy, but undertook to provide Members with another copy.

A Member advised that the Human Rights and Professional Standards Committee had agreed at its meeting on 9 November 2011 that a paper should be brought to Corporate Policy, Planning and Performance Committee regarding the convention for Board and

Committee minutes which outlines details of the definition of the word “Noted” which appears at the end of an agenda items in minutes of meetings. NOTED

**3.4 PSNI Equality, Diversity And Good Relations Strategy** (Items 4.1 and 9 Of Minutes Refers)

The Committee noted the content of the Chief Constable’s Foreword to the PSNI Equality, Diversity and Good Relations Strategy 2011 – 2016. NOTED.

**3.5 PSNI Training And Development Strategy And Business Plan 2011 -2014** (Item 10 Of Minutes Refers)

The Committee noted that PSNI had been asked to supply updates on non-attendance at training courses and progress with PSNI Districts and Departments to reduce the figure for non-attendance at such courses. NOTED.

**3.6 Review Of Injury On Duty Percentage Awards** (Item 11 Of Minutes Refers)

Members noted that the Department of Justice (DOJ) and the Home Office had no objections to the Committee’s decision regarding the lifting of suspension of reviews of Injury on Duty (IOD) awards. NOTED.

Officials advised Members that a programme to deal with the backlog of 300 cases would be taken forward. In order to process these cases, officials sought the Committee’s approval to accepting telephone calls from ex Police Officers regarding Ill Health pensions on Tuesday and Thursday afternoons only as was the previous practice before a review of IOD awards was undertaken.

Following discussion, it was:-

**AGREED:**

That telephone calls regarding Ill Health Pensions should only be accepted by officials on Tuesday and Thursday afternoons.

Officials advised that the Board's Selected Medical Advisor (SMP) had made a request to give a presentation to the Committee on 8 December 2011 at 2pm instead of 3pm.

It was:-

**AGREED:**

- To receive the presentation from the SMP on 8 December 2011 at 2pm;
- That all Board Members should be invited to attend the presentation.

**3.7 Department Of Justice Proposal To Contract Out The Pension Medical Appeal Process To A Two Person Panel (Item 12 Of Minutes Refers)**

The Committee noted that a representative from the DOJ was not available to attend the November or December 2011 Committee meetings to discuss the proposal to contract out the pension medical process to a Two Person Panel. The proposal would be brought back to the Committee for consideration in due course. NOTED.

**4. CHAIRPERSON'S BUSINESS**

**4.1 Criminal Justice Inspectorate Northern Ireland (CJINI) Inspection Of PSNI Workforce Modernisation**

The Chairperson reminded Members that at its meeting on 12 August 2011, the Committee approved the Terms of Reference for the CJINI Inspection of PSNI Workforce Modernisation and agreed:-

- That CJINI should be offered the opportunity to engage with the Committee and officials in a preliminary meeting and with the provision of relevant work and reports which would assist CJINI in the inspection; and
- That officials should inform the CJINI that as the draft recommendations may influence the work of the Committee and its remit, that it would be

useful to have sight of the preliminary findings of the inspection at the same time as the PSNI Senior Management.

The Deputy Chief Inspector CJINI advised officials that an initial scoping exercise had been completed and his Inspectors would be pleased to meet with the Committee before the field work commences at the end of November 2011.

Members discussed the matter and it was:-

**AGREED:**

That the Chairperson, Vice Chairperson and Mr MacDonnell should represent the Committee at the meeting with the CJINI Inspectors.

**4.2 Police Federation Of Northern Ireland**

The Vice Chairperson presented a paper, tabled at the meeting, which had been considered by the Human Rights and Professional Standards Committee on 9 November 2011, regarding the Police Federation of Northern Ireland. NOTED.

**4.3 Meetings**

There were no matters arising.

**5. PSNI TRAINEE INTELLIGENCE OFFICERS SCHEME**

The Committee considered an HMIC report regarding the PSNI Trainee Intelligence Officers Scheme (TIOS).

Members discussed the key performance indicators recommended in the report to assist the Board to monitor the scheme and it was:-

**AGREED:**

- That officials should discuss the implementation of the recommendations, target date of implementation with PSNI and arrange a future date for HMIC to examine the TIOS;
- That the Board should adopt the indicators recommended in the report to monitor TIOS;
- That officials should bring a paper to a future Committee meeting when the discussion has taken place with the PSNI; and
- That Members should be provided with information in relation to the composition of PSNI C3 Branch and Developed Vetting.

**6. PSNI SECONDMENTS**

The Committee considered a paper which:-

- Outlined action which had been taken by officials following the last meeting in respect of secondment of PSNI officers;
- Sought approval to a request for a short term international secondment of a PSNI Officer to Albania during December 2011;
- Advised Members that a letter had been sent to the PSNI requesting a list of countries where Police Officers could not be seconded to because of those countries poor record of human rights. A reply was awaited; and
- Informed Members that a PSNI request had been received for a short term international secondment of 3 PSNI Officers to Georgia, in conjunction with a non-governmental organisation Saferworld and this request would be considered at the next Committee meeting.

Officials advised the Committee that a request had also been received for a short term international secondment of a Police Officer to Kurdistan.

Members considered and:

### **AGREED**

The content of a pro forma which would capture all the information the Committee requires when requests for secondments were being submitted by the PSNI.

The Committee discussed a letter from the Minister of Justice regarding International Secondments and were of the view that the Board was not in a position to provide assurances and confirmation to the DOJ that the broader human rights reputation of the PSNI could be safeguarded, particularly in respect of applications for approval for secondments of PSNI Officers to countries whose human rights records have been in question.

During discussion, it was:-

### **AGREED:**

- That Officials should provide the Committee with information regarding the Non Government Organisation, Saferworld;
- That Officials should provide the Committee with information on how An Garda Siochana deal with International secondments;
- That the Minister of Justice be advised that the Board were not in a position to provide assurances and confirmation that the broader human rights reputation of the PSNI could be safeguarded particularly in respect of applications for approval for secondments of PSNI Officers to countries whose human rights records have been in question.

The Committee noted details of section 8 of the Police (Northern Ireland) Act 2000, tabled at the meeting, regarding secondment of PSNI Officers. NOTED.

Following further discussion, it was proposed by Ms Caitriona Ruane, that the short term secondment of a PSNI Officer to Albania should not be approved.

A vote was recorded by a show of hands. Two Members (Vice Chairperson and Ms Caitriona Ruane) indicated that they were in favour of the proposal and 4 Members (Chairperson, Mrs Anne Connolly, Mr Stuart MacDonnell and Mr Ian McCrea) indicated that they were against the proposal.

It was then proposed by Mr Ian McCrea, that a short term international secondment of a PSNI Officer should be approved to Albania and the Minister of Justice advised that the Board was not in a position to provide assurances in respect of the broader human rights reputation of the PSNI being safeguarded,. A vote was recorded by a show of hands. Four Members (Chairperson, Mrs Anne Connolly, Mr Stuart MacDonnell and Mr Ian McCrea) indicated that they were in favour of the proposal and 2 Members (Vice Chairperson and Ms Caitriona Ruane) indicated that they were against the proposal.

It was:-

**RESOLVED:**

To approve the short term international secondment of a PSNI Officer to Albania and to advise the Minister of Justice of the Committee's decision regarding assurances in respect of the broader human rights reputation of the PSNI being safeguarded.

**7. NORTHERN IRELAND TRANSITIONAL ALLOWANCE**

The Committee considered a submission from the PSNI Senior Executive Team requesting the Board to support the full reinstatement of the Northern Ireland Transitional Allowance (NITA) with effect from 25 February 2009, when the security threat was assessed as severe.

A discussion took place regarding the presentation of papers to Members in respect of payments of allowances to PSNI Officers, and it was:-

**AGREED:**

That officials should provide the Committee with a paper outlining details of the salaries and allowances payable to PSNI Officers.

During discussion on the payment of the Transitional Allowance to PSNI Officers, the Committee considered information tabled at the meeting regarding security statistics for the period 2008 – 2011 to date and data from a PSNI Strategic Overview dated 21 September 2011) concerning a security threat from dissident republicans.

It was agreed to:-

**RECOMMEND:**

To the Board, that the payment of the Northern Ireland Transitional Allowance should be increased to £2,994 per annum with effect from 1 September 2010, the date recommended in Winsor Part 1 report.

Ms Ruane considered that there was not enough information available to reach a decision and, therefore, did not support the Committee's recommendation.

**8. BRIEFING BY PSNI ON PSNI INDIVIDUAL PERFORMANCE REVIEWS**

The Chairperson welcomed the PSNI Deputy Director of Human Resources and the PSNI Head of People Development to the meeting.

The Head of People Development gave a presentation to the Committee on PSNI Individual Performance Reviews (IPRs). A copy of the slides used during the presentation is attached at Appendix 'A'.

During the presentation, the PSNI Head of People Development briefed Members on:-

- The appraisal process;
- The planning and accountability process;
- Assessing performance and scoring guidelines; and
- Professional development.

In the discussion following the presentation, Members sought and received further information in relation to:-

- PSNI Local Performance Teams;
- Uptake on Individual Performance Reviews;
- Dealing with poor performers in PSNI;
- Head Start Programme – the PSNI Head of People Development undertook to provide the Committee with information regarding the programme; and
- Skills Development – the PSNI Deputy Director of Human Resources suggested that this issue could be considered at a future meeting.

Members noted the positive outcomes which could be realised from the new IPR process.

The Chairperson thanked the PSNI representatives for their contribution and they left the meeting.

The Committee discussed the presentation by PSNI, and it was:-

**AGREED:**

That copies of presentations should be requested from presenters in advance of meetings and issued to Members with papers for Committee meetings.

## **9. INFORMATION PAPERS**

The Committee noted the following papers.

### **9.1 PSNI strategic Diversity Steering Group Update**

### **9.2 Litigation Matters – July, August And September 2011**

### **9.3 Police Negotiating Board (PNB) Information Paper**

### **9.4 Police Advisory Board For Northern Ireland (PABNI) – Briefing Paper**

Members:-

#### **AGREED:**

That Mr John Randall, Independent Chair of the Police Negotiating Board (PNB) and Chair of PABNI, together with a representative from the DOJ, should be invited to meet with the Committee to discuss the work of PNB and PABNI.

### **9.5 Human Resources Committee Glossary**

### **9.6 Diamond Jubilee Medal**

NOTED.

## **10. MATTERS TO BE RAISED WITH THE CHIEF CONSTABLE AT THE NEXT BOARD MEETING**

The Committee:-

**AGREED:**

That a question should be drafted to ask the Chief Constable at the next Board meeting, regarding arrangements for PSNI recruitment and employment of private associate consultants.

**11. COMMUNICATION ISSUES**

There were no matters arising from the meeting.

**12. ANY OTHER BUSINESS**

No other business was considered.

**13. DATE OF NEXT MEETING**

The date of the next meeting was arranged for Thursday, 8 December 2011 at 2:00pm in Waterside Tower, Belfast.

(Meeting closed at 5:25pm).

**Member Services**

**November 2011**

---

**Chairperson**