

NORTHERN IRELAND POLICING BOARD

**MINUTES OF MEETING OF RESOURCES COMMITTEE HELD ON WEDNESDAY
16 DECEMBER 2020 AT 9.30 AM AT THE NORTHERN IRELAND POLICING
BOARD, WATERSIDE TOWER AND VIA ZOOM VIDEO CONFERENCE**

PRESENT:

Mr Gerry Kelly (Chair)
Dr Janet Gray* (Vice-Chair)
(1) Mr John Blair MLA
(2) Mr Tom Buchanan MLA
(3) Mr Trevor Clarke MLA
Mr Seán Lynch MLA
(4) Mr Colm McKenna
Mr Frank Mc Manus*
Ms Deirdre Toner

**POLICE SERVICE OF
NORTHERN IRELAND IN
ATTENDANCE:**

(5) Mr Mark McNaughten, T/Executive Director of
Finance, Support Services and Human Resources
(6) Ms Yvonne Cooke Director of Human Resources
(7) One PSNI Staff Member*

**PENSION ADVISOR IN
ATTENDANCE**

(8) Mr Brian Quinn*

**BOARD OFFICIALS IN
ATTENDANCE:**

(9) Ms Amanda Stewart, Chief Executive
Ms Jenny Passmore, Director of Resources
Ms Aislinn McGuckin, T/Director of Police
Administration
Four Board Officials

*Attended the meeting via video conference

- (1) Part item 4.3 to end (Joined meeting at 9.40am)
- (2) Part item 4.5 to end (Joined meeting at 9.45am)
- (3) Part item 4.5 to end (Joined meeting at 9.47am)
- (4) Part item 4.1 to end (Joined meeting at 9.35am)
- (5) Item 6.2 only.
- (6) Items 6.3 and 6.4.
- (7) Item 6.2 only.
- (8) Item 6.5.2 only.
- (9) Items 1 to 6.2 and part item 6.3 to end (left meeting at 10.50am and rejoined at 11.30am)

1. **APOLOGIES**

No apologies were received.

The Committee agreed the Agenda for the meeting.

The Chair asked Members to advise of any business they wished to raise under "Any Other Business". No business was declared.

2. **CONFLICTS OF INTEREST**

No conflicts of interests were declared.

3. **MINUTES OF THE MEETING HELD ON 18 NOVEMBER 2020**

The Committee considered the draft minutes of the Committee meeting held on 18 November 2020. It was **RESOLVED** that

- The minutes of the Committee meeting held on 18 November 2020 be approved.

4. **COMMITTEE ACTION LOG**

Updates as detailed within the Action Log were noted in addition to the following correspondence received in response to Action Points:

4.1 **Correspondence from Y Cooke re PSNI Sick Pay (AP1&2 Sept 2020)**

Correspondence dated 12 November 2020 from the PSNI Director of Human Resources (HR) about action points 1 and 2 from the meeting held on 17 September 2020 was noted. Members noted the update provided about the number of officers claiming their entitlement to sick pay before applying for ill health retirement. Members further noted the update provided about the

changes to the exit interview process to ensure consistency of approach. It was agreed that both actions may be closed on the Action Log.

4.2 Correspondence from M McNaughten re Leadership DAC (AP2 Oct 2020)

Correspondence dated 24 November 2020 from the PSNI T/Executive Director of Finance, Support Services and HR about action point 2 from the meeting held on 14 October 2020 was noted. Members noted the response provided about the PSNI's use of Direct Award Contract (DAC) to award a leadership and development programme to a specific provider, and it was agreed to discuss the DAC further with the PSNI T/Executive Director of Finance, Support Services and HR when he in attendance at the meeting later.

4.3 Correspondence from Y Cooke re HR Related issues (AP3,4,5,6 Oct 2020)

Members noted correspondence dated 16 November 2020 from the PSNI Director of HR in response to action points 3, 4, 5 and 6 from the meeting held on 14 October 2020. Members noted the engagement tracker from the PSNI's 2020 Officer Recruitment Campaign, a breakdown of the equality analysis from the Recruitment Campaign and the information provided about the contract with the PSNI's Recruitment Partner. Members discussed the detail provided on officer sick absence broken down by rank for the period 1 April 2020 to 31 October 2020 and it was agreed further analysis of the information would be requested from the PSNI Director of HR including details of the total average number of days lost per annum with previous years as a comparator, along with details of long term sick absence rates. **(AP1)**. It was agreed that actions 3, 4, 5 and 6 from the meeting held on 14 October 2020 may be closed.

4.4 Correspondence from M McNaughten re Rainbow Trust (AP9 Oct 20)

Members noted correspondence dated 13 November 2020 from the PSNI T/Executive Director of Finance, Support Services and HR about action point 9 from the meeting held on 14 October 2020 and it was agreed to obtain further information from the PSNI about the measures in place to evaluate grant applications in general. **(AP2)**.

4.5 Correspondence from Minister of Justice re appointment process for Independent Assessor (AP5 Nov 2020)

Members noted correspondence dated 7 December 2020 from the Minister of Justice in response to action point 5 from the meeting held on 18 November 2020 about the recruitment process to appoint an Independent Assessor of PSNI's Recruitment Vetting appeals. It was agreed that the action may be closed.

5. CHAIRPERSON'S BUSINESS

No Chairperson's business was raised.

6. COMMITTEE BUSINESS

6.1 NIPB Management Accounts

The Committee noted a paper regarding the NIPB Management Accounts and Financial Information to 30 November 2020. During discussions, Members were updated on the outcome of the October Monitoring Round, and the return of £230,000 to the Department of Justice (DoJ) as part of the January Monitoring Round and a bid submitted for capital funding. Members discussed the 2021-22 Budget and it was agreed that Officials would write to the DoJ and seek assurance about the Board's 2021-22 baseline budget **(AP3)**.

6.2 PSNI Management Accounts and Financial Information - November 2020

The Chair welcomed Mr Mark McNaughten, PSNI T/Executive Director of Finance, Support Services and HR to the meeting.

The PSNI T/ Executive Director of Finance, Support Services and HR presented a paper and briefed the Committee on the PSNI Expenditure Report and various PSNI financial issues to 30 November 2020 noting a full year forecasted breakeven position. The PSNI T/ Executive Director of Finance, Support Services and HR updated the Committee on the outcome of the January Monitoring Round noting that the PSNI's had returned ring fenced monies for COVID-19 Personal Protective Equipment (PPE).

The Committee were provided with an update on projected pressures on police overtime which had been offset by easements on police staff pay because of changes to recruitment plans and travel and subsistence because of the impact of COVID-19.

The Committee were updated on the 2021-22 budget scenarios that the PSNI were planning for, and the PSNI T/ Executive Director of Finance, Support Services and HR noted that further information would be available at the next Committee meeting in January 2021.

Members discussed with the PSNI T/ Executive Director of Finance, Support Services and HR the PSNI's use DACs, including a DAC that was in place to repair and maintain fuel dispensing equipment which had expired in December 2020. The Committee agreed that further information should be requested from the PSNI about what new contract arrangements had have been put in place after the DAC for the maintenance of fuel pumps expired in December 2020. **(AP4)**.

The PSNI T/Executive of Finance, Support Services and HR provided further information on the Leadership and Development DAC that was in place to July 2023 including that the DAC had been supported by the Construction and Procurement Delivery (CPD) Team. In response to a Member's question

about the importance of corporate memory in a leadership and development programme so that there was not over reliance on an external provider the PSNI T/Executive Director of Finance, Support Services and HR noted that the PSNI tried to adopt a blended approach incorporating both corporate memory and an external provider.

In response to a Member's request, the PSNI T/ Executive Director of Finance, HR and Support Services agreed to include the previous year's actual spend in the PSNI Finance Report (in addition to the current budget and actual spend amounts) **(AP5)**.

6.2 Representativeness in Report Card Format

The Chair welcomed Ms Yvonne Cooke, PSNI Director of HR to the meeting.

The PSNI Director of HR presented the PSNI's Report Card on the 2020-25 Policing Plan Measure 2.3.1 which stated "Improve representativeness of the service across ranks, grades and departments by gender and community and socio-economic background". During the Briefing the PSNI Director of HR discussed with the Committee a number of issues including:

- The launch of police staff recruitment website in January 2021, and the use of an external Public Relations Agency to prepare advertisements for broad appeal.
- Analysis of community background officer recruitment applications had noted that while Protestants are applying to the PSNI as anticipated, the number of Catholics applying to the PSNI IS lower than anticipated, and so further outreach to those within the Catholic community to encourage applications was needed.
- While acknowledging the outreach work that had been completed as part of the 2020 Officer Recruitment Campaign by the PSNI and other stakeholders including Board Members, the PSNI Director of HR noted that further outreach may include at school and pre-school levels to encourage a positive perception of the police, and may overlap with

future work with Assistant Chief Constable (ACC) McEwan in developing the Community Relations Taskforce.

- The PSNI's Recruitment Partner Contract (as with other large contracts) will be reviewed by the Chief Constable and Deputy Chief Constable in early 2021 to consider if the contract is sufficient and meeting the PSNI's needs..
- Establishing a Volunteer Programme within the PSNI as part of the People Action Plan and ACC Todd's ongoing engagement with the Board's Partnership Committee and other stakeholders including the Community Rescue Service and the Home Office to consider various options as part of a Volunteer Programme.
- PSNI's ongoing work to build an inclusive culture including the development of a transgender policy and initiatives to support members of the LGBT+ community.
- The potential for engaging an Academic Partner and other community organisations to inform approach to optimise representativeness. .

In response to a Member's request about the equality information provided about Officer Recruitment Campaign 4, the PSNI Director of HR agreed to provide more information about the number of officers still serving after 1 year, 2 years and 5 years following their appointment to the PSNI (AP6). The PSNI Director of HR also agreed to provide to Members with a copy of the PSNI Recruitment Partner contract (AP7).

The Committee discussed with the PSNI Director of HR the importance of comparative information with other Police Services so that PSNI's performance could be assessed in comparison to its peers, and it was agreed to request from the PSNI comparative information about female representation at staff, officer, and senior levels in both other UK Police Services and An Garda Síochána (AP8).

6.4 Human Resources Dashboard

The PSNI Director of HR presented the PSNI's HR Dashboard to the Committee.

The PSNI Director of Human Resources briefed the Committee on a number of issues on PSNI HR matters including:

- An improvement in staff and officer attendance at work rates which may be attributed to people working from home, enhanced management grip as part of the COVID-19 response plan, the crime rate had fallen which has resulted in less officers being injured and the wearing of face masks has reduced the number of airborne viruses in circulation..
- A review of PSNI sick absence processes allowing senior management to deal with sick absences rather than first line management. The need for legislative change to allow this change to progress had been highlighted to the DoJ.
- An increase in the number of females within the Crime Operations Department had been the product of many aspects of gender action work including a review of assessment criteria to ensure there was no bias against women and a number of roadshows and outreach initiatives to encourage women to apply.
- Measurement of staff productivity while working from home was difficult and further work was required to establish Key Performance Indicators but Business As Usual activity had been maintained during COVID-19.

In response to a Member's question about why the annual cost of sick absence had increased from the cost provided to the Committee in September 2020, while the number of officer on sick leave had decreased, the PSNI Director of HR agreed to consider it further and provide more information to the Committee **(AP9)**.

6.5 Police Administration Directorate

6.5.1 Police Administration Case for Committee

The T/Director of Police Administration presented a paper which asked the Committee to reach a final decision in 15 anonymised cases that had been considered by the Selected Medical Practitioners. It was **RESOLVED** that:

- The Selected Medical Practitioners' recommendations in respect of the 15 cases were approved.

The T/Director of Police Administration also asked the Committee to reach a final decision in two anonymised cases that had been considered by the DoJ's Independent Medical Referees. It was **RESOLVED** that:

- The Independent Medical Referees' recommendations in respect of the two cases were approved.

The Committee further considered the process by which Reconsideration cases will be considered by the Committee and it was **RESOLVED** that:

- The process for the Reconsideration cases be approved.

6.5.2 Pension Forfeiture

The Chair welcomed Mr Brian Quinn, Pension Advisor to the meeting.

The T/Director of Police Administration presented a paper and provided an overview of the case noting that the Committee were asked to consider the pension forfeiture of a former officer under Regulation K5 of the *Royal Ulster Constabulary Pensions Regulations 1998* noting that the case had previously been considered by both the Board and Minister of Justice in accordance with the Board's Forfeiture Policy. Following discussions it was **RESOLVED** that:

- From the date of the Officer's end of service and for the first five years of retirement half the value of the officer's pension should be forfeited and thereafter his whole pension should be reinstated.

6.6 Committee Programme of Work

The Director of Resources presented a paper which detailed the proposed Committee Programme of Work to March 2021. Members agreed with the Programme as presented.

7. QUESTIONS FOR THE CHIEF CONSTABLE

No questions for the Chief Constable were raised.

8. COMMUNICATIONS ISSUES / OPPORTUNITIES

No communication issues were raised.

9. ANY OTHER BUSINESS

The Chief Executive updated the Committee on discussions at the PSNI's ARAC meeting on 15 December 2020 about the search and appointment for a consultancy partner to assist with the progression of the PSNI's Transformation project. It was agreed that the Chief Constable would be asked to provide further information about the appointment of a consultancy partner and how it may be funded.

10. DATE OF NEXT MEETING

The Committee would meet on Wednesday 20 January 2021 at 9.30am.

The meeting ended at 12.31pm

Chair

Resources Directorate

December 2020