



<p style="text-align: center;">WEST CUMBRIA AREA (Open Minutes) SMT MEETING Tuesday 6th July 2010 1030 HRS</p>				
<p><u>Present</u> Chief Supt Steve Johnson (SJ) Supt Andy Towler (AT) CI Justin Bibby (JB) DCI Barry Carruthers (BC) Sgt Brian Forster, Performance Manager (BF) Jim McMonies, APA (JM) Malcolm Woodman, Finance Manager (MW) Theresa Peel A/Admin Manager (TP) Mary Beth Hirst (Minutes)</p>			<p><u>Apologies</u> None</p>	
Date of minute	Action No.	Previous Actions	Update	Status / Action Man.
09.03.10	178	Supt Towler is to complete a 3 month review of West BCU's Information Sharing Agreements and report back to the meeting on Tuesday 8 th June.		AT Deferred until 08.06.10

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09.03.10	180	The BCU contract has been sent out; Brian Forster is to circulate this to SMT for comments and will be brought back to the next meeting for discussion.	<p>23.03.10 Version 2 of the BCU Contract has now been sent out, and Brian Forster is to speak to Ch Supt Johnson about taking this forward.</p> <p>06.04.10 This is on hold by HQ at the moment. Brian Forster is to speak to Ch Supt Johnson when he returns, about what should be sent out to staff next week re the Performance Contract.</p> <p>13.04.10 The Performance Contract should be returned today so an update will be provided at the meeting on 20.04.10.</p> <p>27.04.10 Ch Supt Johnson is to chase up the final version of the contract from Jane Sauntson.</p> <p>11.05.10 The final version has now been received and an update will follow at the next meeting.</p> <p>01.06.10 Deferred until Ch Supt Johnson is present.</p> <p>06.07.10 The BCU contract has been agreed. Action TO BE REMOVED.</p>	CLOSED 06.07.10
13.04.10	187	Malcolm Woodman is to monitor fuel costs and mileage done, and compare the costs to last year to see how much the increase in fuel costs is impacting on the budget.	<p>27.04.10 This is to be looked at bi-monthly and will next be looked at in June.</p> <p>06.07.10 This will be included in the monthly budget and an update will be provided following this.</p>	MW Deferred until 20.07.10
13.04.10	188	The West Cumbria Leadership Plan is to be remitted back to CI Bibby to refresh and include as part of the HR Plan.	<p>27.04.10 This is to be re-visited in Mid May.</p> <p>11.05.10 Ch Supt Johnson and CI Bibby are to discuss these and bring back to the meeting on 06.07.10</p> <p>06.07.10 Ongoing</p>	SJ / JB Update on 20.07.10
13.04.10	189	CI Bibby is to build the Cultural Analysis Survey into the Leadership plan and bring back to SMT as an Action Plan.	<p>27.04.10 An update is to be provided at the next meeting.</p> <p>11.05.10 Activity is ongoing in relation to this and an update will be provided on 06.07.10.</p> <p>06.07.10 Ongoing</p>	JB Update on 20.07.10

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27.04.10	192	CI Bibby and Insp Gartland are to look into the C3P0 system and reply to Lancashire about whether or not it could be utilised successfully in Cumbria.	11.05.10 An update on this is to be provided by July. 06.07.10 Ongoing	JB / DG
04.05.10	193	Supt Towler and DCI Carruthers are to pick up on PVP performance and look at ways to improve this by the next update in July.	11.05.10 This is to be reported back on 06.07.10 to ensure that the quality of reporting has been improved. 06.07.10 Supt Towler is to progress this through DMM with DCI Carruthers. Action is TO BE REMOVED.	CLOSED 06.07.10
11.05.10	196	Malcolm Woodman is to send an email out to remind all staff that overtime forms are to be submitted as soon as possible or they will not receive the payment.	01.06.10 Malcolm is to put a piece in this week's bulletin. 06.07.10 The message featured on a number of the special bulletins. Action CLOSED.	CLOSED 06.07.10
11.05.10	197	Theresa Peel is to find out which members of staff have lockers in the lockers rooms so that they can be contacted and asked to look after the area. Theresa and Malcolm Woodman are to organise the files on the corridor and have them moved to Fastness asap. CI Bibby and Ch Supt Johnson to identify a process of inspecting BCU space.	01.06.10 Both locker rooms were cleared last week and the boxes on the first floor corridor are gradually being removed. The end of June deadline will be met. 06.07.10 The corridor has now been cleared, thanks are to be given to Rachel, Adam & Linda in Admin for their hard work to have the boxes removed.	CLOSED 06.07.10
01.06.10	199	DCI Carruthers to put a positive message in the bulletin thanking staff for the good start to the year that has been made in terms of performance.	06.07.10 This has been done, action is TO BE REMOVED.	CLOSED 06.07.10
01.06.10	200	Brian Forster is to speak to the AIU clerks to produce a list of all critical incidents since Jan 2010 and draft a reply to HQ. CI Bibby to contact Janet McGilloway outside of the meeting.	06.07.10 CI Bibby is to speak to CI Mackay and Insp Janet McGilloway about how this can be progressed to ensure all incidents are recorded. Update to be provided in 2 weeks.	JB Update on 20.07.10
22.06.10	201	Chief Insp Bibby to speak to Phil Robinson to find out a completion date for the work and report back to SMT on 29.06.10.	06.07.10 Some offices have started to move back downstairs today and full completion will be achieved by the end of July. Action is TO BE REMOVED.	CLOSED 06.07.10
22.06.10	202	Supt Towler is to speak to Phil Robinson about space at Workington and Whitehaven for partner working.	06.07.10 CNC have been spoken to and their request has been put on hold until the restructuring work has been completed. Action is TO BE REMOVED.	CLOSED 06.07.10

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22.06.10	203	Ch Supt Johnson is to take the request for the PINS upgrade to SMF for discussion and approval.	<i>06.07.10 Ch Supt Johnson is to send the paper to Hollie Mark to circulate to SMF members. Update to be provided after the meeting.</i>	SJ Update on 13.07.10
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<p>1. Apologies</p> <p>2. Guests:</p> <p>3. Minutes and Actions</p> <p>4. Performance</p>	<p><u>Agenda Discussion – Open Section</u></p> <p>All members of the SMT were present so no apologies were given.</p> <p>No guests attended the meeting.</p> <p>Minutes from the meeting on 1st June 2010 were approved and noted.</p> <p>(i) Crime and Disorder</p> <p>According to the I-Quanta overview report, West BCU is doing better than the other BCU's in all crime categories. A press release has gone out about distraction burglaries, these are being picked up and the background histories of the victims being looked into. Thefts from motor vehicles have gone from 12 to 14, and there has been an increase on the 3 year average. ASB is falling across the BCU. Although reductions in crime are being seen across the BCU, this could be an indicator of lack of community confidence in the Police, in that they just aren't reporting crimes as much as previously. The town centre PC's should be aware of which shops operate an Acceptable Losses policy. Detections are currently at 37.8%. Assault with Injury levels are quite high, and interventions by the DCI are required to ensure that the levels are managed.</p> <p>All performance reviews were cancelled due to Operation Bridge, therefore two cycles have been missed. These are to be picked up again though and the next round in September will go ahead as scheduled.</p> <p><u>Quality of Service</u></p> <p>A discussion took place about the current situation in the Force following the message circulated by ACC Graham about Quality of Service. It was agreed that there needs to be some direction on where the Force is going, but in the meantime the BCU is to continue delivering the core practices set out in the Policing Pledge. Supt Towler is to draft an internal message to officers and staff to inform them that confidence will remain a priority, and that continual good performance will help to achieve this. This is to be viewed by the SMT before being circulated. Supt Towler, CI Bibby and Brian Forster are to look into Quality of Service measures that can be put out to the entire BCU, such as the quality of the response to letters from members of the public.</p>	<p>ACTION 204</p> <p>ACTION 205</p>
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<p>5. Items from Strategic Meetings</p>	<p>(ii) Finance</p> <p>Last month's overtime forms have been processed, the total for which has now hit the £100,000 mark. Overtime peaked on 2nd June following the shooting incident and decreased towards the end of the month, very few officers have taken TOIL for this with most opting to be paid for the overtime. There are still 40 officers working on the operation but this should now be done in day business so overtime should not be claimed. Hire cars are still being used frequently however. Supt Towler is to speak to Det. Supt Slattery about how the costs for Operation Bridge are being managed. There are still some issues with the amount of money being spent on covering for sickness, CI Bibby and Malcolm Woodman are to pick up on this. CI Bibby, DCI Carruthers and Malcolm Woodman are to look into the outputs of CID overtime and divide up the overtime to ensure it is being suitably and evenly granted.</p> <p>The first financial report for this year will be produced next month and this is to be brought to the next SMT meeting to look at fuel costs, hire cars etc.</p> <p>(iii) Wellbeing at Work, including Health & Safety</p> <p>The Wellbeing at Work meeting is being held tomorrow so an update will be provided from this at the next meeting. An incident occurred recently where an officer was taking part in a training exercise and fell into one of the lockers which toppled over causing him/her to cut themselves. Martin West is looking into this to try and get a temporary fix in place to secure the lockers so that they are all held together.</p> <p><u>Ops Board</u></p> <p>Following the recent major incidents in the West Cumbria, the Comms department have put in a request to have 20 trained reserve members of staff as the current shift patterns don't allow for the full range of tasks to be utilised during critical incidents. The cost to the BCU for this would be 160 days training, with 4 days training per officer required. Staff on permanent restrictions have been contacted and asked if they would like to do a posting to Comms, and those who have expressed an interest will be risk assessed and the list will be taken back to Ops Board.</p> <p><u>Restructures Meeting</u></p> <p>2 options for BCU structure were discussed at the meeting and it was agreed that the 3 NPT option was the preferred option. A large amount of preparation has been done around this by CI Bibby and a team of people, and it was agreed that CI Bibby can begin to pave this out and work towards the 3 NPT structure, the aim for which is to achieve a more sustainable level of policing.</p>	<p>ACTION 206</p> <p>ACTION 207</p>
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06.07.10	205	Supt Towler, CI Bibby and Brian Forster are to look into Quality of Service measures that can be put out to the entire BCU, such as the quality of the response to letters from members of the public.	AT / JB / BF
06.07.10	206	Supt Towler is to speak to Det. Supt Slattery about how the costs for Operation Bridge are being managed.	AT
06.07.10	207	(i) CI Bibby and Malcolm Woodman are to look at the overtime figures and pick up on cover for sickness. (ii) CI Bibby, DCI Carruthers and Malcolm Woodman are to look at overtime for CID and uniformed officers to ensure that it is being divvied up proportionately.	JB / BC / MW
06.07.10	208	Ch Supt Johnson is to find out if the A66 bus crash debrief is just for the actual incident, or if it includes the subsequent days after the event and the funerals. CI Bibby is to look into the organisation of the debrief and work with Brian Forster / Insp Patrick to get a team of attendees together.	SJ / JB / BF
13.07.10	209	The message is to be circulated to the AMT that the BCU will support one Sergeant through the ICIDP process each year.	SJ
DATE OF NEXT MEETING: Tuesday 20th July, 10:30am, AHQ			

Meeting closed 15:35