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**WEST CUMBRIA AREA
(Open Minutes)
SMT MEETING**

**Tuesday 19th October 2010
1030 HRS**

Present

Chief Supt Steve Johnson (SJ)
Supt Andy Towler (AT)
CI Justin Bibby (JB)
DCI Tony Bolton (TB)
Carl Patrick, Performance Manager (CP)
Malcolm Woodman, Finance Manager (MW)
Theresa Peel A/Admin Manager (TP)
Insp George Nevins, Maryport (GN)
Insp Paul Latham, Structures Review Team (PL)
Paul Bradley, Business Manager CJU (PB)
Mary Beth Hirst (Minutes)

Apologies

Jim McMonies, APA (JM)

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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.	<i>07.09.10 The presentation is to be delivered on Tuesday 21st December 2010. 13.09.10 Supt Towler has spoken with Niall Kirkpatrick. He is working with practitioners in West Cumbria to develop 40 practitioner-based ISA's which are available for review on the Sharepoint portal. He will update SMT in 2011 when this work is complete.</i>	AT Deferred until 07.01.11
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.	<i>27.04.10 This is to be re-visited in Mid May. 11.05.10 Ch Supt Johnson and CI Bibby are to discuss these and bring back to the meeting on 06.07.10 06.07.10 Ongoing 20.07.10 The current Leadership plan needs to have a number of amendments made to it. Ch Supt Johnson and CI Bibby are to pick this up.</i>	SJ / JB Update on 14.12.10
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.	<i>27.04.10 An update is to be provided at the next meeting. 11.05.10 Activity is ongoing in relation to this and an update will be provided on 06.07.10. 06.07.10 Ongoing</i>	JB Update on 14.12.10

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19.10.10	223	CI Bibby is to pick up the issue around property and exhibits with Insp Gartland and ensure that the process is tightened up.	JB
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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>The above apologies were given for those who were not able to attend the meeting.</p> <p>Insp George Nevins attended the meeting as he approaches his last shift after 30 years service and was given the opportunity to discuss the highs and lows of his career. He raised some valid points about the organisation that the SMT will take away and look at ways of improving this for the future.</p> <p>Paul Bradley and Insp Paul Latham attended the meeting to provide an update on the Structures Review of CJU. The Chief Officers have agreed that there will be central directorship of CJU at HQ, and that there will be two bases for this – Carlisle and Barrow, which will mirror the new CPS arrangements. Warrants handling will also be centralised and will be a paperless system. This department will now handle all witness summons to court (which will also be paperless). Chris Gate was the successful candidate for the warrants supervisor. The ‘at risk’ letters were distributed at the weekend and consultation is being started next week. There will be vacancies for up to 8 people at Carlisle, and personnel are to be pushed to ensure any vacancies that come up are being advertised as soon as possible so that CJU staff and those at risk have options for employment.</p> <p>There are some concerns that files will end up going backwards and forwards between officers in West and Carlisle CJU, however this is not the case as initial files will go from officers to CJU North via courier and will then go on to CPS from here. The summons process for all minor motoring offences will all be dealt with at one site in Barrow in Furness. CI Bibby is to look into training days for Sergeants. DCI Bolton is to work with Paul Bradley and Paul Latham to develop the CID 99, training for which can be delivered during the Sgt Training Days.</p> <p>The actions from the previous meeting were discussed and updated as above.</p> <p>(i) Crime and Disorder</p> <p>The relative year on year performance is getting back on track. Although performance is not as significant as last year, the BCU is still doing well and performance in general is good. The only issue that jumps out is Theft, but plans are in place and work is ongoing in relation to this. On the I-Quanta data, West is doing much better than North, and it is important to keep regularly monitoring this as well as Dashboard. Detections are currently at 32%. This is at least 5-6% lower than it should be, due to some systematic issues and key processes that need to be refreshed. There are also some anomalies with what goes on Dashboard and what is on Sleuth. There is an issue with crime recording, particularly in terms of serious violent crime and assaults. DCI Bolton and DI Robinson are to look in to this issue and review all crimes on the system.</p> <p>The next phase for the BCU will be to look at the completeness of evidential statements and the quality of these. The process around property and exhibits also needs to be much tighter due to the remote nature of CJU / CPS now being at Carlisle. CI Bibby is to pick this up with Insp Gartland.</p>	<p>ACTION 220</p> <p>ACTION 221</p> <p>ACTION 222</p> <p>ACTION 223</p>
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<p>5. Items from Strategic Meetings</p> <p>6. Any Other Business</p>	<p>(ii) Finance, including efficiencies The 6 monthly financial position report was circulated to the group and a discussion took place about the information. £159,000 has been taken off by HQ, which equates to 2 officers, 4 PCSO's, 4 staff members. The BCU has forecasted £157,000 underspend which will go into a central pot held by COG. Even with Operation Bridge, the BCU has managed resources and still remains within budget. Overtime levels are coming down – the aim was set recently to get down to the overtime levels in 2007, particularly as there may not be an overtime budget for next year.</p> <p>(iii) Wellbeing at Work, including Health & Safety The manufacturer is coming to measure the stairs at AHQ to get the strips sorted on them due to the fact that some have become loose and some have been completely removed. The strips are covered by black masking tape until this has been completed. A PFI meeting is being held straight after this meeting today.</p> <p>This was discussed in the Closed section of the meeting.</p> <p>No further matters were raised.</p>	
<p>DATE OF NEXT MEETING: Tuesday 2nd November, 10:30am, AHQ</p>		