

**South Cumbria BCU
SMT Meeting Action Schedule**

OPEN

Updated 06.04.09

Discharged or completed Actions will be shaded out and remain on the list for one further meeting, to allow members who were not present to note disposal.

Date of meeting	No.	Action	Action Manager	Completed / To note
09.02.09	358	Ken and Andy to discuss development of QA system to check victim call backs.	Mike Forrester	Discharged.
10.03.09	384	To raise South officer seconded to HQ PSD for discussion at the Area PDC on 03.04.09.	Carol Dobson	Discharged.
10.03.09	392	To raise issue of PA contribution to funding for Barrow CDRP co-ordinator with Chief Exec of the PA.	Paul Kennedy	Ongoing.
10.03.09	395	To invite partners to attend the BCU Awards Ceremony at Barrow on 12.06.09.	Paul Kennedy	Ongoing.
10.03.09	400	To obtain South PPU establishment and staff details from Di Johnson for inclusion with South SMT papers.	Carol Dobson	Discharged.
10.03.09	401	To ask Tudor Griffiths to look at South Major Incident capability alongside Estates work.	Paul Kennedy	Discharged.
26.03.09	402	To update Kev Spedding and Chris O'Hare regarding CCTV monies for mobile CCTV.	Emilyn Key	Discharged.
26.03.09	403	To reinstate vehicle inspection audits.	Ken Jewell & Chris O'Hare	Discharged.
26.03.09	404	To circulate performance message to all staff as at 01.04.09.	Paul Kennedy	Discharged.
09.03.09	405	Work with CDRP partners to develop a partnership analytical function and tasking process.	Paul Kennedy	Ongoing.
09.03.09	406	To discuss and bring forward proposal for the establishment of a BCU Council.	Ali Dufty	Ongoing. To be mentioned at Staff Focus Group meetings.
09.03.09	407	To arrange staff internal consultation meetings at Barrow, Kendal, Ulverston & Lakes.	Paul Kennedy	Discharged.
09.03.09	408	To review the draft media marketing strategy.	Paul Kennedy	Ongoing.
09.03.09	409	To seek feedback from staff on the current format of the Area Bulletin.	Paul Kennedy	Discharged.
09.03.09	410	To engage managers in discussion regarding the inclusion of pledge delivery as a PDR objective.	Ali Dufty	Discharged.

09.03.09	411	To bring forward ideas for delivering the policing pledge to remote rural communities, elderly and disabled groups, victims of race and hate crime and the LGBT community.	SMT	Ongoing.
26.03.09	412	To circulate message to all first line supervisors and reiterate the need to complete return to work interviews on every occasion.	Carol Dobson	Ongoing.
26.03.09	413	To continue to monitor return to work interview performance and raise any exceptions.	Carol Dobson	Ongoing.
26.03.09	414	To bring forward options for South Major Incident Room, including estimate of IT requirement and all associated costs.	Mike Forrester & Tudor Griffiths	Ongoing. Links to 401 & 415. Will be reviewed at 11.05.09 SMT.
26.03.09	415	To include South major incident capability within the BCU risk register.	Ken Jewell	Discharged.
26.03.09	416	To circulate the 'vision and values document' to the SMT for comments.	Ken Jewell	Discharged.
26.03.09	417	To speak with the DCC regarding South Community Analyst Proposals.	Paul Kennedy	Discharged.
06.04.09	418	To review web access with PSD and audit access in South.	Andy Towler	
06.04.09	419	To show secondments in a separate bracket in the staff disposition spreadsheet.	Carol Dobson	
06.04.09	420	To communicate with all staff and request ideas for efficiency savings.	Ali Dufty	
06.04.09	421	To diary an Efficiency Board meeting for late June 2009 and to diary an agenda item at a May / June SMT.	Ken Jewell	
06.04.09	422	To meet to discuss the make up of the Efficiency Board.	Paul Kennedy, Ali Dufty & Ken Jewell	
06.04.09	423	To ask Sean Murphy to carry out a comparison against West performance re Custody Alcohol Referrals.	Ali Dufty	
06.04.09	424	To establish the make up of the Alcohol Harm Reduction Group with Dave Coverdale.	Paul Kennedy	
06.04.09	425	To speak to Lynne Griffiths and obtain current discipline recording form, updated to 2008 Act compliance.	Ali Dufty	Done – Keith Capstick has already been tasked to introduce a system for use by all command units.
06.04.09	426	To circulate updated discipline recording form to the Area Management Team.	Ali Dufty	Suggest N/A re above – PSD don't want BCUs to re-invent the wheel, and do want corporacy.

06.04.09	427	To arrange for Julie Johnstone to attend an SMT to give a presentation on the DLAF (maximum duration 30 minutes).	Ken Jewell	
06.04.09	428	To draw up a South list of staff who qualify for 'feet on the street'.	Ali Dufty & Carol Dobson	
06.04.09	429	To speak to Kevin Greenhow (West) re suggestion re Millom detainees.	Ali Dufty	
06.04.09	430	To meet out with the meeting to further discuss the Court accounting system regarding reduced Section 12 income.	Ali Dufty, Emilyn Key & Steve Tanner	