

**OPEN MINUTES**

**Senior Management Meeting**

**10:00 am, Wednesday 20 February 2008**

Present: Ted Thwaites, Don Spiller, Steve Halliday, Ken Jewell, Carol Clark & Emilyn Key

1. Foundation degree in Policing Studies (Karl Parker)

Karl attended and gave an overview of the planned foundation degree in policing studies, in collaboration with the University of Cumbria, Newton Rigg Campus. The full time foundation degree course is an alternative to the 23 week IPLPD course.

2. Apologies: Emilyn Key & Sean Robinson
3. Minutes of 06.02.08 meeting were agreed without amendment. For matters arising see the 'action sheet'.

Ted congratulation Don on his promotion success.

4. **Operational issues** (Don, Steve & Sean)

- a) Crime

Don gave an update. Crime position looks positive but there is no room for complacency as we approach the end of financial year.

TCG have adopted Lakes / Kendal Rural 'stealing from motor vehicles' on the run up to the Easter Holiday.

Don referred to the sudden death at Furness General Hospital and the ensuing enquiry.

Event planning for the Forgotten Valley Event in May 2008 is underway; rest days have been cancelled and no further annual leave can be granted for the dates of the event. A request for operational support has been made and the events planning team are assisting with the process.

- b) Crime recording policy

Sean joined the meeting briefly for this item. Crime recording instructions, which have recently been circulated by Geoff Huddleston, were re-examined in the light of information received from Peter Berry. Sean stated that South have an effective gate-keeper (Keith Healey) and that the instruction is a temporary measure up to the end of the financial year. The position to be reviewed again in April.

**Action 167**

- c) Admin assistance in Crime Management Unit

An e-mail from Keith Healey which outlines vulnerability in CMU and requesting 8 hours per week additional clerical support was discussed at length.

**Action 168**

5. **Performance issues** (Ken)

- a) BCU Plan – no update
- b) Hours spent re major incidents/significant events/partnership work

Ken to include Forgotten Valley event as it is likely to exceed 50 hours.

- c) Health & Safety

Reply received from Tim Reed regarding police assaults and form 37 (accident / injury at work). Ken is reviewing the list of police officer assaults reported during December 2007 and January 2008.

- d) Activity Based Costing - activity analysis is underway.
- e) Sergeants Training days

Ken mentioned feed back from the Sergeants that had attended the recent training days. Don asked for a further training day to be delivered as soon as can be arranged and for similar training to be delivered when the newly promoted list is published.

**Action 169 & 169a**

6. **Area Commander issues** (Ted)

- a) Diversity

Ted mentioned that there had been poor attendance at the last Confidence & Equality Board meeting. He will contact LPT / Department heads and ask for updates.

7. **Estates Project** – no update

8. **Personnel issues** (Carol)

Abstraction levels throughout the BCU were circulated and discussed to ensure the effective and consistent management of all staff within restrictions and long term sick.

Staffing levels across the LPTs were reviewed. There has been no response to Carol's request for volunteers to move from Barrow to South Lakeland. Discussion ensued regarding allocation of staff to LPT posts.

**Action 170**

A spreadsheet of officer numbers was produced and establishment levels were discussed.

**Action 171**

**Action 172**

**Action 173**

**Action 174**

**Action 175**

9. **Finance issues** (Emilyn)

Underspend issues were discussed.

10. **A.O.B**

a) Body armour

New issue body armour was discussed. SMT debated whether the wearing of it should become compulsory for all staff.

b) MAT PAT Buddy Scheme

Carol introduced the scheme which is a support system for officers on maternity and paternity leave. Ted requested further details.

d) PDR objectives for forthcoming period

Raised by Don. All PCs & DCs to have one performance linked PDR objective. All Inps & Sgts to have sickness management as an objective. PDR objectives to be linked to national indicators and APACS indicators.

**Action 176**

e) Meeting of Area Inspectors

A meeting of Area Inspectors is overdue and it is desirable to hold one in April, prior to the Area PDC in June.

**Action 177**

f) Area Commander certificate of merit

The granting of certificates was discussed at length and it was decided that, to ensure consistency, future applications for awards and recognition will be considered in a closed session at SMT meetings.

11. **Next meeting** – 10:00, 05.03.08