



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

**Tuesday 8<sup>th</sup> September 2009  
1015 HRS**

**Present**

Supt Andy Towler (AT)  
DCI Mark Backhouse (MB)  
Sgt Brian Forster, Performance Manager (BF)  
Malcolm Woodman, Finance Manager (MW)  
Margaret Feeney, Area Admin Officer (MF)  
Jim McMonies, APA (JM)  
Mary Beth Hirst (Minutes)

**Apologies**

Chief Supt Kevin McGilloway (KM)  
CI Mairi Stamper (MS)

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Date of minute	Action No.	Previous Actions	Update	Status / Action Man.
19.05.09	138	<p><b>Non-designated Stations Custody Facilities</b> - MS to turn the amendments into an Action Plan and liaise with Insp Barr on this.</p>	<p>02.06.09 Ongoing. MS to meet with Insp Barr.</p> <p>09.06.09 MS to provide an update for this at the next meeting. Ongoing.</p> <p>16.06.09 Insp Barr has written up the new protocol which should be signed off at the next SDHP meeting. The request from staff at Ulverston to have Millom's intoxiliser was approved.</p> <p>23.06.09 Insp Patrick put in a plea to retain the intoxiliser which was discussed by SMT. Insp Barr is re-drafting the service level agreement which is to be brought back to SMT on completion.</p> <p>06.07.09 Ongoing.</p> <p>28.07.09 Ongoing until the next meeting when MS is present.</p> <p>11.08.09 The HMIC Custody inspection is to take place between 14<sup>th</sup>-18<sup>th</sup> Sept. SMT to keep an eye on any custody issues and fast track them where necessary. HMIC Custody Inspection to be put on the SMT agenda on 3<sup>rd</sup> September.</p> <p><b>08.09.09 It was asked that an update is provided a) following the custody inspection next week and b) on the Millom / Barrow custody situation. Insp Barr to be invited to the next formal SMT meeting.</b></p>	<p align="center"><b>MS</b></p>

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19.05.09	<b>142</b>	<b>Pathways to Employment</b> - MS to ask Insp Joe Murray to prepare and give a short presentation on the scheme to SMT.	<p>02.06.09 Ongoing. Insp Murray to attend a future SMT meeting and give the presentation.</p> <p>09.06.09 Ongoing. Awaiting the presentation from Insp Murray.</p> <p>16.06.09 MS to get a date from Insp Murray as to when he is available to do the presentation.</p> <p>23.06.09 Insp Murray to be asked to come to the next SMT to do the presentation.</p> <p>06.07.09 Insp Murray / Sgt Farnworth to bring a paper on Apprentices and Volunteers to SMT in 2 weeks.</p> <p>28.07.09 This is now a Force-wide piece of work and is not to be continued locally for the time being. Volunteers - now CLOSED, Apprentices – SMT to receive an update from Sgt Farnworth at the next meeting.</p> <p>11.08.09 Sgt Farnworth to attend the next meeting in September to discuss the findings.</p> <p><b>08.09.09 This has now been formally adopted. TO BE REMOVED.</b></p>	<b>CLOSED</b> <b>08.09.09</b>
16.06.09	<b>146</b>	MS to set up a working group for Restorative Intervention in Cumbria (RIC) and present back to SMT once the group is up and running.	<p>23.06.09 Ongoing.</p> <p>28.07.09 Ongoing</p> <p><b>11.08.09 Ongoing</b></p>	<b>MS</b>
23.06.09	<b>147</b>	MF to raise the issue of a CCTV upgrade again at the PFI meeting on Tuesday. KM to speak to Phil Robinson in Estates.	<p>06.07.09 MF raised this at PFI and the building owners are being written to, to ask if they will carry out the upgrade. Ongoing.</p> <p>28.07.09 Phil Robinson is now costing a proposal for an upgrade. Ongoing.</p> <p>11.08.09 Martin West is bringing some costs to the PFI meeting this afternoon so an update will be given following this.</p> <p><b>08.09.09 KM is waiting for information from Phil Robinson regarding this. Ongoing.</b></p>	<b>MF / KM</b>

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06.07.09	<b>148</b>	Staff access to AHQ - MF to look into the option of a key pad on the side gate to allow alternative access to the station rather than going through the front entrance.	28.07.09 A number of different access options are currently being priced up and a decision will be made following this. 11.08.09 The timing has now been changed on the front door so that it opens at 6:00am and Comms do not have to let people in between 6:00-8:00am. A further update will be provided after the PFI meeting this afternoon. <b>08.09.09 A meeting is taking place tomorrow where this will be discussed and an update will be provided at the next SMT meeting.</b>	<b>MF</b>
28.07.09	<b>152</b>	BF and MBH to liaise over paperless meetings and trial it at the next meeting.	11.08.09 This is in hand and will be set up for the next full meeting that is held in the Conference Room. <b>08.09.09 All documents to be sent to MaryBeth prior to the SMT meeting. TO BE REMOVED.</b>	<b>CLOSED 08.09.09</b>
28.07.09	<b>153</b>	MB to look into provision for the Evidential Drug Identification Testing (EDIT) scheme and discuss with MS on her return.	11.08.09 Facilities for this are to be put in Workington and Whitehaven stations and it was agreed that each will have designated area to do the testing, which will be one of the cells that are no longer used. An update on the progress is to be provided at the next meeting. <b>08.09.09 DI Amanda Spedding gave a presentation at the last meeting. This is now to be taken back to Ops Board for discussion and is now an ongoing Force issue. TO BE REMOVED.</b>	<b>CLOSED 08.09.09</b>
28.07.09	<b>154</b>	AT to discuss the Joint Inspection of Custody with Insp Barr, and update MS on her return.	<b>11.08.09 Ongoing. 08.09.09 TO BE REMOVED.</b>	<b>CLOSED 08.09.09</b>


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04.08.09	<b>155</b>	Training Support Administrator role to be put on the agenda for the next SMT for discussion.	<i>11.08.09 This is to be put on the agenda for the next meeting when KM is present in the closed section. 08.09.09 A discussion took place about this. TO BE REMOVED from the agenda.</i>	<b>CLOSED 08.09.09</b>
11.08.09	<b>156</b>	Efficiencies – MW to report back to SMT with an update from the Finance meeting and speak to KM when he returns about the efficiencies and the response that will be sent to Corinne.	<i>08.09.09 A response has been sent back to Corinne. SMT to identify any inefficiencies and flag them up to the Centre. TO BE REMOVED.</i>	<b>CLOSED 08.09.09</b>
25.08.09	<b>157</b>	Custody inspection and matters arising from walk through to be followed up. MS to check custody management and process for TIC management	<i>08.09.09 TO BE REMOVED.</i>	<b>CLOSED 08.09.09</b>

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<b>Agenda Discussion – Open Section</b>	
<b>1. Apologies</b>	The above apologies were given.
<b>2. Guests:</b>	No guests attended the meeting.
<b>3. Minutes and Actions</b>	Minutes from the meeting on 25 <sup>th</sup> August 2009 were approved and noted.
<b>4. Performance</b>	<p>(i) Crime and Disorder The Performance Dashboard appears to be very misleading at present due to it not being updated regularly. Despite this, BF explained that on the whole the BCU is performing quite well. There have been reductions in the main categories; Assault with Injury figures currently stands at just 9 over target. Burglary OTD's are 13 over target – MB pointed out that due to the previous 2 year's reductions, it is proving difficult to reach this year's target. Criminal Damage is below target. There is an issue with Violent Crime, in particular in Copeland Rural. The majority of these are low level crimes however and there are no major issues that stand out. DI Kelly is looking into assaults in terms of classification and how the crimes are recorded as it is vital that they are recorded correctly. The new performance pack is out tomorrow. AT asked that the next informal SMT is dedicated to BCU PDC discussion.</p> <p>(ii) Finance Part of the budget is being taken from the BCU which would have been used for the intake that has now been cancelled. This will inevitably cause an affect to the budget which is going to become even tighter.</p> <p>(iii) Wellbeing at Work There has been 1 accident reported which occurred during OST yesterday. It has been requested that either the DCI or DI attends the Area Wellbeing at Work meetings to increase SMT attendance. A request has been made from Whitehaven to put up 3 call signs in the yard for the larger vehicles, which was approved by SMT.</p>
<b>5. Items from Strategic Meetings</b>	Issues raised at the Strategic Meetings were discussed in the Closed section of the meeting.

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<p><b>6. Policing Pledge Action Plan</b></p> <p><b>7. Efficiencies</b></p> <p><b>8. Any Other Business</b></p>	<p>The Policing Pledge Action Plan has been circulated and is to be read by the SMT. BF to do a mapping exercise. The incident that occurred during the inspection regarding Dearham coffee morning was discussed and it was agreed that there is still work to be done with regards to the Pledge.</p> <p>MB suggested the potential efficiency of removing airwave radios from CID cars and putting them in new/replacement vehicles as they are rarely used and could be utilised elsewhere.</p> <p>An audit of toile has been carried out from which the BCU came out looking good. Two recommendations were made; 1) There were some instances when A/Sgt's authorised toile who are now no longer in the action role – it is important that this information is kept updated and 2) Some reconciliation is needed between what is to be paid through pay roll and what is to be paid through DMS.</p>		
	<p><b>Actions from Informal SMT meeting on 15<sup>th</sup> September 2009.</b> To be completed....</p>		
<p><b>Date of minute</b></p>	<p><b>Action No.</b></p>	<p align="center"><b>New Actions</b></p> <p align="center"></p>	<p align="center"><b>Status / Action Man.</b></p>
<p align="center"><b>DATE OF NEXT MEETING: Tuesday 22<sup>nd</sup> September, 10:30am, AHQ</b></p>			

Meeting closed 11:50