



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

**Tuesday 8th December 2009
1430 HRS**

Present

Chief Supt Kevin McGilloway (KM)
Supt Andy Towler (AT)
CI Mairi Stamper (MS)
CI Justin Bibby (JB)
DCI Mark Backhouse (MB)
Sgt Brian Forster, Performance Manager (BF)
Malcolm Woodman, Finance Manager (MW)
Jim McMonies, APA (JM)
Theresa Peel, Admin (TP)
Mary Beth Hirst (Minutes)

Apologies

Margaret Feeney, Area Admin Officer (MF)

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Date of minute	Action No.	Previous Actions	Update	Status / Action Man.
23.06.09	147	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><i>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.</i></p> <p><i>28.07.09 Phil Robinson is now costing a proposal for an upgrade. Ongoing.</i></p> <p><i>11.08.09 Martin West is bringing some costs to the PFI meeting this afternoon so an update will be given following this.</i></p> <p><i>08.09.09 KM is waiting for information from Phil Robinson regarding this. Ongoing.</i></p> <p><i>22.09.09 Ongoing.</i></p> <p><i>06.10.09 MS & MF to meet outside the meeting and get some clarity on the situation. An update will be provided at the next meeting.</i></p> <p>20.10.09 Ongoing.</p> <p>08.12.09 No longer relevant. TO BE REMOVED.</p>	CLOSED 08.12.09
17.11.09	151	MB to look into doing a review of all Burglary crimes and report back to SMT before Christmas	08.12.09 To be discussed at the next meeting.	MB
17.11.09	152	Insp Connolly to articulate a letter for Ch Insp Stamper to send out to all NPT's regarding meeting changes, to ensure that all information on the website and posters is correct.	08.12.09 To be discussed at the next meeting.	MS / Insp Connolly
17.11.09	153	Insp Gartland to liaise with Jim McMonies and look into the feasibility of allowing students of the foundation degree in Policing to come to the BCU to learn more about the Criminal Justice System. This is to be brought back to SMT once an initial plan has been made.	08.12.09 To be discussed at the next meeting.	JMc / Insp Gartland


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26.11.09	154	AT to speak to Don Spiller, Jerry Graham and Michelle Skeer re a 'no-nonsense' staffing request and will book some time to speak to the centre on Tuesday.	01.12.09 A meeting was held yesterday where a number of actions were raised. Staffing is being looked at on a fortnightly basis and the costing for the extra patrols is recoverable. 08.12.09 ACC is on board with this. TO BE REMOVED.	CLOSED 08.12.09
26.11.09	155	MS to contact BTP with regards to the patrol strategy that will be put in place re the implications that the new Workington train station will cause.	01.12.09 MS has not yet had an opportunity to speak to BTP but will do so asap. Ongoing. 08.12.09 MS has been in contact with BTP who were present on the platform during the first week of opening. Parking issues are being dealt with and the only other issue has been with overcrowding on the trains, but there has not been an increase in public order at the new station. TO BE REMOVED.	CLOSED 08.12.09
26.11.09	156	Letters of appreciation are to be sent to organisations who helped out during the flood, e.g. shops who discounted items of food etc for officers.	01.12.09 A discussion regarding letters of appreciation is to take place when KM returns and a working group will be set up to ensure everyone is thanked who needs to be. To be raised as an agenda item at the next meeting. 08.12.09 This it to be deferred until the time is right to do this. In the meantime, all ideas will be welcomed as to how this can be done.	SMT (Deferred)
01.12.09	157	JMc to look into the number of staff who have been personally affected by the flood and provide a list.	08.12.09 JMc to look into this and contact Linda Graves who has a list of those affected. It was asked that SMT feed back to him if they have any information about staff who have been affected.	JMc
01.12.09	158	JB to contact Janet McGilloway to organise a debrief for the floods.	08.12.09 A force debrief has been organised so AT is to review a West Cumbria debrief following this.	AT

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<p>1. Apologies</p> <p>2. Guests:</p> <p>3. Minutes and Actions</p> <p>4. Recovery</p>	<p><u>Agenda Discussion – Open Section</u></p> <p>The above apologies were given.</p> <p>No guests attended the meeting.</p> <p>Minutes from the meeting on 17th November 2009 were approved and noted.</p> <p><u>Update</u></p> <p>Custody – Drains are being installed into the back yard today and the pods will arrive on Thursday ready to be installed. It is hoped that they will be up and running by Wednesday. North staff have expressed some concerns about the impact on their unit due to the increased number of prisoners being sent there. MS to join up North and West custody staff by meeting with Custody Inspectors to inform them of the next stage and that the pressure will be taken off Carlisle once the new custody suite is in.</p> <p>There has been some upset staff who have been displaced from Workington and are currently at Wigton, but there is physically no room for them in Workington in the current situation. They will however, return as soon as is possible. It was agreed that Ged Doran will be asked to work at Cleator Moor.</p> <p>Progress is being made on the ground floor, most of the kit that was recovered has now been reclaimed. Leanne Williams, (front counter clerk) did an excellent job on Monday night to clear the first floor corridor and it now looks much better.</p> <p>Future for AHQ – A discussion took place about how AHQ could look in the future and how the building could be re-arranged to better suit the needs of officers and staff. MS to speak to Phil Robinson in Estates to discuss the feasibility of making some changes to the interior of the building, and to produce a list of 'quick-wins' and circulate to SMT asap.</p> <p>There is an opportunity to obtain extra IT solutions such as extra laptops, web conferencing etc, which will provide the chance to better connect people. MS to look into what equipment is required and what would be useful for the BCU.</p> <p>Now that the Conference Room has become the new refreshments room for officers, there is an issue with where meetings are to be held. It will mean now that meetings have to be more flexible and other venues will need to be used such as the Community room at the Fire Station, the Minto Centre, Oval Centre and St. Michael's church. The advantage of this is that it will make staff visible in the community. A clear desk policy MUST be adhered to so that empty offices can be used when required.</p>	<p>ACTION 159</p> <p>ACTION 160</p>
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<p>8. Efficiencies</p> <p>9. Any Other Business</p>	<p>No new efficiencies have been identified.</p> <p><u>Crime Desk PC Promotion</u> – this was discussed in the closed section of the meeting.</p> <p><u>Cultural Analysis Survey</u> - This document was circulated and staff asked to review and capture any breaches on the Wellbeing at work action plan. Brian Forster to prepare a position statement on each of the issues raised in the report to provide back to the SMT. If there are any issues, this should be captured as an action for the Wellbeing at Work meeting.</p> <p><u>HPDS</u> – There is to be a HPDS meeting in January which all staff have been made aware of. Jim McMonies to contact managers to ask them for nominations of staff, and these are to be brought back to SMT for consultation. CI Justin Bibby to meet with all BME officers on a 1-1 basis and speak to them about the HPDS.</p> <p><u>Princes Trust</u> – Having spoken to Steve Halliday, Jim McMonies has found that the member of staff who is seconded to work on the Princes Trust scheme can be a PCSO or Police staff, not necessarily a PC.</p>	<p>ACTION 162</p> <p>ACTION 163 (a) ACTION 163 (b)</p>	
<p>Date of minute</p>	<p>Action No.</p>	<p align="center">New Actions</p> <p align="center"></p>	<p>Status / Action Man.</p>
<p>08.12.09</p>	<p>159</p>	<p>MS to speak to Phil Robinson in Estates to discuss the feasibility of making some changes to the interior of the building, and to produce a list of 'quick-wins' and circulate to SMT asap.</p>	<p>MS</p>
<p>08.12.09</p>	<p>160</p>	<p>MS to look into the offer of extra IT solutions and what would be beneficial for the BCU in terms of web conferencing, more laptops etc.</p>	<p>MS</p>
<p>08.12.09</p>	<p>161</p>	<p>AT and JMc to put together a piece for the bulletin advising staff about flexibility of core working hours.</p>	<p>AT / JMc</p>
<p>08.12.09</p>	<p>162</p>	<p>Brian Forster to prepare a position statement on each of the issues raised in the cultural analysis report to provide back to the SMT.</p>	<p>BF</p>
<p>08.12.09</p>	<p>163</p>	<p>(a) JMc to contact Managers to ask for nominations for the HPDS and bring back to SMT for consultation. (b) JB to meet with all BME staff and discuss the HPDS with them individually.</p>	<p>JMc / JB</p>
<p align="center">DATE OF NEXT MEETING: Tuesday 22nd December, 10:30am, AHQ</p>			

Meeting closed 3:45pm