



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

**Tuesday 17th November 2009
1300 HRS**

Present

Supt Andy Towler (AT)
CI Mairi Stamper (MS)
DCI Mark Backhouse (MB)
Insp Martin Connolly, Keswick/C'mouth (MC)
Sgt Brian Forster, Performance Manager (BF)
Malcolm Woodman, Finance Manager (MW)
Jim McMonies, APA (JM)
Theresa Peel, Admin (TP)
Mary Beth Hirst (Minutes)

Apologies

Chief Supt Kevin McGilloway (KM)
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>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>08.09.09 KM is waiting for information from Phil Robinson regarding this. Ongoing.</p> <p>22.09.09 Ongoing.</p> <p>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.</p> <p>20.10.09 Ongoing.</p>	MF / KM
22.09.09	150	Quality Assurance Checking – A 3 month pilot of the Quality Assurance scheme is to begin in October / November and an update from BF is to be provided at the first SMT meeting in January 2010.	<p>06.10.09 The pilot will begin in November. BF to liaise with Jane Sauntson in the meantime. Ongoing.</p> <p>20.10.09 A discussion took place about this in relation to the Policing Pledge. The questionnaire has been approved by HQ as long as some of the questions are altered. Ongoing.</p> <p>17.11.09 An article will be put in Staff Matters this week and checking will begin on 1st December. TO BE REMOVED.</p>	CLOSED 17.11.09


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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.</p> <p>No guests attended the meeting.</p> <p>Minutes from the meeting on 20th October 2009 were approved and noted.</p> <p>(i) Crime and Disorder The performance breakdown has been circulated and the main issue is with Burglary Other Than Dwelling, which is considerably off target. The three main areas that have been hit recently are Whitehaven, Cockermouth and Wigton, where caravans and chalets have been targeted. A preventative operation has been put in place and it is believed that Shaun Pilling is involved. 1 definite converter hit has been made and CSI are looking into 3 others. DCI Backhouse to look into doing a Burglary Review before Christmas. There are some concerns that converter may drop back since Insp Kelly has now gone. If this does occur, Barbara Richardson is to contact Brian Forster.</p> <p>(ii) Finance Looking at October's figures, an overspend is predicted of over £100,000. This will be reduced when PS Cooper goes to HQ in January and will bring it back to a reasonable level. The BCU is currently running at 2 or 3 over establishment. Ch Insp Stamper to speak to the DMO's about running under minimum staffing levels, and it was agreed that supervisors need to be risk conscious rather than risk adverse when it comes to overtime and staffing. The biggest issue with overtime is when officers are working into rest days and incurring overtime that way. If officers are working into rest days then they must work the full 4 hours that they are paid for, or they are to be sent home before they get into rest day pay.</p> <p>Another way of saving money is through training – It was agreed that if PDR forms don't have a start date then they will be deferred to January 2010 which will immediately save some money. Malcolm to take this to the next ALP and report back to SMT.</p> <p>(iii) Wellbeing at Work, including Health & Safety An accident was reported last week where a member of staff washed her cup using the water from the boiler and subsequently scolded her arm. There is a sign on the boiler warning people that the water is very hot so there are not really any other precautions that could have been taken to prevent this from happening.</p>	<p align="center">ACTION 151</p>
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<p>5. Items from Strategic Meetings</p>	<p>CID Structures Review Meeting Paul Duhig gave a presentation at this meeting re a proposal that came from a structures review. Each department in CID has been looked at and an initial proposal was given with 2 alternatives. These were either for CID to give up two detectives to become FMIT staff; or, to civilianise the Crime Desk whilst retaining the Pro-active Team and the Drugs Squad. Supervision of Source Handling would be removed and taken to the centre, but two DI's would remain in area. The concern is however, that this would not save any money, and would in fact involve a growth.</p>	
<p>6. Policing Pledge Action Plan</p>	<p>All Inspectors have now been seen by Insp Connolly and Brian Forster, who will now begin reality checking tomorrow. Jane Sauntson is giving a talk on 26th November to all Inspectors to help understand the concept of Safer Stronger Communities and roll out will begin following this. Strategic Development have agreed the list for mystery shopping and this will be shortly. The new posters have not yet been received. The new newsletter will start on 1st December. Corporacy in stations should now be up and running, this will be tested during the reality checking stage. Meetings that have been postponed / changed have not all been changed on the website or the posters. Three meetings have been missed so far, so this needs to be dealt with by SMT. Insp Connolly to articulate a letter for Ch Insp Stamper to send out to all NPT's regarding this.</p>	<p>ACTION 152</p>
<p>7. Efficiencies</p>	<p>No new efficiencies have been identified. A potential inefficiency was raised however, regarding front counter clerks' lunch breaks having to be covered by officers, to ensure that the front counter is open the entire advertised time.</p>	
<p>8. Cultural Analysis Survey</p>	<p>This is to be kept on the agenda until the next meeting when Ch Supt McGilloway is present.</p>	
<p>8. BCU Leadership Plan</p>	<p>This was circulated to SMT prior to the meeting. It was agreed that on the days when 'Meet the SMT' are planned, members of SMT are to work from that station for the entire day.</p>	
<p>9. Any Other Business</p>	<p>A request has been made for a number of students who are studying the foundation degree in Policing, to come across and learn more about the Criminal Justice System. The university will meet all mainstream costs, but the BCU would be required to provide up to 200 hours of learning with the students. Insp Gartland to look into the feasibility of this with Jim McMonies and bring back to SMT once an initial plan has been made.</p>	<p>ACTION 153</p>

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		There has also been a request from the Princes Trust who are wanting to run a 9 month course based at Maryport, working in connection with the Fire Service. They are asking to second an officer who will be based at Maryport and will be working with 16 – 19 years olds who are out of education and work. North have already provided officers for this scheme. To be discussed at a later date.	
Date of minute	Action No.	New Actions 	Status / Action Man.
17.11.09	151	MB to look into doing a review of all Burglary crimes and report back to SMT before Christmas	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.	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.	JMc / Insp Gartland
DATE OF NEXT MEETING: Tuesday 22nd December, 10:30am, AHQ			

Meeting closed 2:30pm