



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

**Tuesday 20th October 2009
1030 HRS**

Present

Chief Supt Kevin McGilloway (KM)
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

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.	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. 28.07.09 Phil Robinson is now costing a proposal for an upgrade. Ongoing. 11.08.09 Martin West is bringing some costs to the PFI meeting this afternoon so an update will be given following this. 08.09.09 KM is waiting for information from Phil Robinson regarding this. Ongoing. 22.09.09 Ongoing. 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. 20.10.09 Ongoing.	MF / KM
22.09.09	149	MB to identify the areas that need to be looked at in order to improve Sleuth management.	06.10.09 Ongoing. Update to be provided at the meeting on 20.10.09. 20.10.09 Work is ongoing in relation to this. TO BE REMOVED.	CLOSED 20.10.09
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.	06.10.09 The pilot will begin in November. BF to liaise with Jane Sauntson in the meantime. Ongoing. 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.	BF

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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 6th October 2009 were approved and noted.</p> <p>The members of the West Link meeting met yesterday and there is now to be a new format for the meetings. It is expected that SMT members may be required to attend future Link meetings to discuss their departments.</p> <p>(i) Crime and Disorder The BCU is currently doing very well in terms of Burglaries with some excellent performance so far this month. Although we are slightly weaker on Burglary Other offences, work is ongoing in relation to this and an operation is underway every Wednesday to try and identify the offender(s). The DMM agenda is to change to reflect the priorities. The challenge is now to work on quality as there is some room for improvement in terms of the quality and consistency of jobs.</p> <p>(ii) Finance The 2010-11 Budget Preparation Process has now commenced and the continuation budget is due in on Friday. As there is very little money available, there will be no bidding process this time for next year. KM raised the issue of the Coroners Office at the TP meeting and the ACC is now looking in to this, an update will come from him with regards to this. The Force faces some challenging times financially, and there is now the need to look at ways of doing business differently to save money, but without compromising the level of service provided to the public. There has been a request for some new weights in the gym, which MS is to look into. If it is equipment that just needs to be serviced then it will not be replaced, but if it is stuff that is unserviceable then SMT will look into purchasing some new equipment.</p> <p>(iii) Wellbeing at Work, including Health & Safety KM now gets copied into all accident report forms so that any trends can be identified before the Force Wellbeing at Work meeting. One thing that has been highlighted in the number of injuries occurring during OST. The question was asked whether the training has become realistic, but it was agreed that there is personal responsibility and officers must know their own limits.</p>	
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<p>5. Items from Strategic Meetings</p> <p>6. Policing Pledge Action Plan</p> <p>7. Efficiencies</p> <p>8. Business Continuity Plan</p> <p>9. Any Other Business</p>	<p>KM and AT attended the SMF Strategy day where the financial difficulties were discussed. Communication must be kept open with staff to inform them of what is going on. Feedback at the portable hydro-suite from staff was quite negative and there is work to be done on addressing these issues. KM is to circulate the new Management Change Policy.</p> <p>AT attended the Force Tasking meeting. The Open and Closed Tasking meetings have now come together and Confidence & Satisfaction issues are being looked at, as well as Tasking procedures and how we do these.</p> <p>KM has received a draft plan from the ACC. Any feedback is to be sent to the ACC who will then circulate the final draft. Insp Martin Connolly is the BCU lead on the Pledge, and MS, BF and Insp Connolly met to look at proposals for the plan, which they came up with 57 actions for. The Neighbourhood Policing meeting will now become the Confidence meeting and will take place every month instead of every other month, the governance of this will be through SMT. Once the Pledge has been discussed with the NPT Inspectors, this information will then need to go to their Sgts who will pass it on to all staff.</p> <p>Linda Graves sent in a suggestion regarding evaluation forms following training, which should be done electronically rather than paper copies. Also there could be a cost with first aid training, and allowing sergeants to continue doing the training who have already completed the training as PC's, rather than paying again for a new group of PC's to do the training. MW to speak to Insp Patrick about the efficiency raised from the fleet review.</p> <p>This was brought to the meeting by AT and was endorsed by the SMT.</p> <p>No other issues were raised in the Open section of the meeting.</p>		
<p>Date of minute</p>	<p>Action No.</p>	<p align="center">New Actions</p> <p align="center"></p>	<p align="center">Status / Action Man.</p>
<p align="center">DATE OF NEXT MEETING: Tuesday 3rd November, 10:30am, AHQ</p>			

Meeting closed 12:30