



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

**Tuesday 25<sup>th</sup> August 2009  
1030 HRS**

**Present**

Chief Supt Kevin McGilloway (KM)  
CI Mairi Stamper (MS)  
Sgt Brian Forster, Performance Manager (BF)  
DCI Mark Backhouse (MB)  
Malcolm Woodman, Finance Manager (MW)  
Anne Waugh, APA (AW)  
Jim McMonies (JM)  
Margaret Feeney, Area Admin Officer (MF)

**Apologies**

Supt Andy Towler (AT)  
Mary Beth Hirst (Minutes)

**SMT MEETING - 25 August 2009 - NOT PROTECTIVELY MARKED**

Date of minute	Action No.	Previous Actions	Update	Status / Action Man.
19.05.09	<b>138</b>	<b>Non-designated Stations Custody Facilities</b> - MS to turn the amendments into an Action Plan and liaise with Insp Barr on this.	<p><i>02.06.09 Ongoing. MS to meet with Insp Barr.</i></p> <p><i>09.06.09 MS to provide an update for this at the next meeting. Ongoing.</i></p> <p><i>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.</i></p> <p><i>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.</i></p> <p><i>06.07.09 Ongoing.</i></p> <p><i>28.07.09 Ongoing until the next meeting when MS is present.</i></p> <p><b>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 1<sup>st</sup> September.</b></p>	<b>MS</b>

**SMT MEETING - 25 August 2009 - NOT PROTECTIVELY MARKED**

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><b>11.08.09 Sgt Farnworth to attend the meeting on 1<sup>st</sup> September to discuss the findings.</b></p>	<b>JM / RF</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>11.08.09 Ongoing</p> <p><b>25.08.09 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>25.08.09 Costs provided as per new custody unit at Kendal. Phil Robinson still progressing Workington.</b></p>	<b>MF / KM Ongoing</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>25.08.09. Meeting arranged with Ch Insp Rutherford (or Insp Park) to discuss further. Meeting arranged for 09.09.09</b>	<b>MF Ongoing</b>
14.07.09	<b>150</b>	AW to speak to Carlisle Personnel and ask how they arrived at their abstraction figure.	28.07.09 Ongoing. BF to ask Karen Thomson to provide a snapshot of today's abstraction figure. 11.08.09 BF to provide an update at the next meeting. <b>BP provided abstraction figures to KM For BCU. Close at this time – to be raised again at another time if necessary</b>	<b>BF CLOSED 25.08.09</b>
28.07.09	<b>152</b>	BF and MBH to liaise over paperless meetings and trial it at the next meeting.	<b>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>	<b>BF / MBH</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>25.08.09. D/I Spedding to attend 01.09.09 to give update to SMT</b> Note: facilities to be installed for EDIT can also be used by drug squad officers for drug testing as per separate request by DC Stagg. .	<b>MB</b>

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28.07.09	<b>154</b>	AT to discuss the Joint Inspection of Custody with Insp Barr, and update MS on her return.	<i>11.08.09 Ongoing.</i> <b>25.08.09 Ongoing</b>	<b>AT Ongoing</b>
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.</i> <b>25.08.09. Transferred to Closed Section</b>	<b>MaryBeth Item transferred to Closed Section CLOSED</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.	<b>25.08.09. KM and MW to meet to discuss</b>	<b>KM and MW</b>

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<p><b>1. Apologies</b></p> <p><b>2. Guests:</b></p> <p><b>3. Minutes and Actions</b></p> <p><b>4. Performance</b></p> <p><b>5. Items from Strategic Meetings</b></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 11<sup>th</sup> August 2009 were approved and noted.</p> <p>(i) Crime and Disorder There were no issues to note. Only cause of concern refer to assault with injury and burglary dwelling. In general, BCU not performing badly. MB looking at detections to improve performance and to contact all supervisors to remind of TIC policy and management of SLUETH. QA check on confidence targets mainly re follow up contact with I.P.s</p> <p>(ii) Finance MW submitted July report. Forecast £126k overspend; Re-profiled to take into account cancellation of intakes</p> <p>(iii) Wellbeing at Work Five accident report forms have been received since last SMT. ( MF chasing up two outstanding reports – information re accidents received via other format - e-mailed Insp Lory)</p> <p>i) KM updated SMT following recent HMIC Force Inspection – outcome not particularly good regarding implementation of Policing Pledge. HMIC will be meeting ACC Mr Graham to discuss results and feedback will be given in due course. ii) Custody Inspection. A/Insp Patrick had done a piece of work in custody and was to do a similar follow-up visit. Charlie Wilcox had done a walk-through. MS to check custody management including tic process. iii) Community Safety Review. - Requires clarification on Community Safety functions as all BCU's are different. Further work to be done by centre. iv) Ops Board. More money reduced from BCU's Livescan in custody – performance has gone down. Casualty Bureau – not sufficient trained staff. More volunteers to be recruited Mental Health issues – More work needs to be done to enhance peoples understanding of the issues.</p>	<p align="center"><b>Action 157</b></p>
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	<p>Critical Incident Identification - updated information to be supplied.          Command training for Public Order Commanders - Exercise to be arrange in Lancashire - cost of £700 from each BCU.          Police response to Wild Life Crime. Subject of problem profile to be further analysed and Deal via tasking process.          P.S.T. for further discussed          Community Volunteers – North pilot complete. To be rolled out to West and South BCU's Relations with farming community - negative feedback. Farm Watch no longer in regular use. Concern about officers returning livestock back into fields which were not always suitable for the particular stock.          Public Sex Environment Policy. – Misuse of public space for sexual activity. Policy to be checked to ensure appropriately uptodate</p> <p>v) MB attended CID SMT meeting :-          28 CID policies outofdate.          Meeting arrange by Jason Hudson to discuss use of incentivisation money .          CSI review - balance sheet to be produced.          Force Missing Persons Steering Group - Terms of Reference set and meetings to be held quarterly. MB to be Area link to Steering Group.</p>	
<b>6. Policing Pledge Action Plan</b>	No reports	
<b>7. Efficiencies</b>	No reports	
<b>8. Confidence Review</b>	No reports	
<b>9. Any Other Business</b>	No other business	

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Date of minute	Action No.	New Actions <b>NEW</b>	Status / Action Man.
25.08.09	<b>157</b>	25.08.09 Custody inspection and matters arising from walk through to be followed up .MS to check custody management and process for tic management	<b>MS</b>
<b>DATE OF NEXT MEETING: Tuesday 8<sup>TH</sup> September , 10:30am, AHQ</b>			

Meeting closed 12.00