



MINUTES OF MEETING

Date: Thursday 14 January 2010
Time: 13.00
Location: Fareham Police Station

Attendees: Ch Supt Karen Manners
Supt Phil Winchester
DCI Colin Mathews
Ch Insp Operations Steve
Baxter
Ch Insp Jason Kenny
Ch Insp Rachel Farrell
Sam Wigley
Chris Allen
Anneke McCarthy
Sally Adams
Sharon Thomas (M/Asst)

114 Apologies: Ch Insp Will Schofield
Ch Insp Glynis Shaw

115 MINUTES OF MEETING 12/12/09

116 MATTERS ARISING FROM THE MINUTES

116.1 (100.4) OCU Technical Services Officer – Kath Barnes conducting a corporate review of tech services.

117 FORCE VISION CONSULTATION DOCUMENT

2 documents previously circulated: Delivery of Force functions against delivery options and Force Vision Consultation Document. C/Supt Manners requested a one page email with bullet points in answer to the questions raised in above document.

ACTION: Emails to C/Supt Manners by Fri 22 Jan

118 OCU Away Day

Chief Insp Farrell explained that the Away Day was planned for Friday 22nd January at the New Forest Outdoor Centre. Map etc to be forwarded after meeting. This was an opportunity to come together and develop as a team. There will be discussion and interaction. Comfortable clothes and clothing for outdoor (wellies/walking boots) essential.

119 OCU TRAINING DAYS FEB/MARCH

February & March Training Days will include external speakers covering Domestic Violence. Ch Insps to ensure all attend including TPT, SNT, PIITS,

Custody Sgts. Insp Murphy & D/Insp Williams will also be providing input. Agenda will be circulated shortly. Expectation is that the District Chief Inspectors will support their officers and attend the training in full themselves. All to book a training day.

ACTION: Ensure all attend sessions and book yourself on a session

120 **FINANCE**

120.1 Chris Allen had provided a financial update in advance of the meeting.

120.2 LAF may be able to carry forward. Rural fund – any remainder will have to be returned to the centre. Budget for next year has not yet been accepted. Top slice may be raised. C/Supt Manners & Supt Winchester to discuss the issues most affecting the OCU.

120.3 2010/11 BCU Grant – C/Supt Manners with Chris Allen will meet with the LA partners and Chief Insp's to agree funding for the coming year.

120.4 Safer Schools Project – Up until March monies for hours paid to Fareham & Havant. Anneke McCarthy to discuss further with Chris Allen as any Districts receiving SSP would be raised at Establishment Review Meeting.

120.5 Conferences – C/Supt Manners reminded everyone that any requests to attend conferences must be approved by the centre and the relevant form completed. However, a recent request for a conference was at a cost of £500.00 per head. Under this current financial climate, she could not support such a cost and C/Supt Manners expected managers to set standards and a good example in this area. The budget for conferences would be significantly reduced in the 2010 budget.

120.6 Chief Insp Baxter asked about a wish list for custody refurbishment mid April/early May Fareham Custody Refurbishment

121 **PERSONNEL**

121.1 Anneke McCarthy explained that due to problems with Delphi records were still only 90% accurate. PDR and Sickness data still not fixed.

121.2 Sickness Management – Supt Winchester & Anneke to meet once a week to discuss who is over trigger points and to update supervisors. Anneke added that she was happy to assist in completing reports on sickness, templates, timescales etc.

ACTION: Anneke to present on Sickness management at next Briefing Day and to include in next Supervisors Training session

121.3 PDR's – No accurate data available however Gosport & Havant doing well.

121.4 Police Establishment & Strengths – Anneke McCarthy explained that Central OCU currently has an establishment of 390 PC's against an

authorised number of 420. The first students will not arrive until 20 March. Anneke explained that we are the only OCU under strength and apparently other OCU's are refusing officers who apply for courses/transfers. This should be picked up at the Force Postings Meeting.

ACTION: Anneke to prepare one page report on issues for C/Supt Manners to raise at next Command Forum

121.5 Police Staff & Recruitment – Anneke reported that all interviews and appointments are nearly completed. All vacant positions will be filled shortly.

121.6 PCSO's – Anneke reminded everyone of the need for better planning when PCSO's leave to ensure that replacements are made ASAP. Need to co-ordinate this response with Recruiting and ensure there are no vacancies as the H.O. funding is withdrawn for vacancies.

121.7 Student Intake - Figure for next year to be finalised within the next few weeks and OCUs are to ensure their PDU's are fit for purpose. To be included on next Establishment Meeting Agenda

121.8 HR Modernisation. Anneke outlined the central review, which is to centralise the standard HR functions into a transactional hub, with the OCU only retaining Anneke's role locally. ACPO have supported the purchase of a new IT System to replace Delphi. If approved by Police Authority this will go out to tender.

121.9 Review underway of HR Policies & Procedures. Once completed will be placed on the Intranet.

121.10 SC's files – Anneke asked if all districts could find out where they are kept as they may be moved to PHQ for storage. To remain where they are for the moment.

ACTION: Chief Insp's to find out location of Special Constable files

121.11 Pensions – If officers & staff do not nominate an individual on their pension and die in service it will not automatically go to a co-habitee (doesn't include married/civil partners). A reminder will be issued via email.

122 CRIME/CID ISSUES

122.1 DCI Mathews explained that his 2 silver groups, Violent Crime and Catching Criminals have been amalgamated to become Crime Reduction Focus Group.

122.2 DCI Matthews has arranged a new meeting, the Serious Sexual Offences Reduction Panel, which meets for the first time on 01/02/10.

123 COMMUNICATIONS

123.1 Safer Neighbourhood Confidence Leaflets to be sent out to Districts. SNT will personally deliver to Doctors, OAP homes,

vulnerable areas.

ACTION: Feedback required on what has been done with the leaflets

123.2 Control Strategy – Sally to arrange meetings

123.3 Joint Communication Strategy – still working on plan with local authorities to maximise communications.

124

HMIC Workforce Inspection

Supt Winchester to wait until Chief Insp Schofield returns from his HMIC Attachment and then meet to discuss with him and look at the inspection process. ACC Dann has set up a gold, silver and bronze response.

125

SMT LEAVE POLICY

125.1 Chief Insp Baxter explained that the current Force Policy re carry forward of AL was 10 days (80 hrs) which line manager/Sgt can authorise. There is an increased number of officers who are carrying forward AL.

ACTION: Paul Rowsell to provide information to Chief Inspectors of individuals who are carrying over leave, those in breach of Force Policy and those who are close to it. Chief Insps to monitor and review locally monthly

125.2 RDIL – Chief Insp Baxter gave an example of officers asking for RDIL/AL which is approved by supervisor without any checking of CARM and in line with policy. Paul Rowsell is reviewing processes. All agreed that requests should be sent to RMU who can check feasibility before supervisor authorises.

125.3 New leave Policy due in April – Anneke McCarthy to review and ensure that the current OCU policy falls in line with the Force one.

126

AWARDS CEREMONIES

Supt Winchester explained that Districts within the OCU operate in different ways when it comes to Awards. Fareham and Winchester have a formal ceremony whereas Gosport & Fareham prefer awards to be presented on parade etc. Request for Chief Inspectors to discuss at Chief Inspectors meeting and a streamlined approach be reached.

ACTION: Chief Inspectors to debate at their next meeting & update SMT.

127

ANY OTHER BUSINESS

127.1 Violent Crime Pilot – Sam Wigley explained that Central OCU is undertaking a pilot in an effort to try and improve detections around serious acquisitive crime. The impact on officers will be virtually nil. 2 DS's and 1 CSI will be looking at livetime reports and classifying crimes at the time of the call. CSI's can also make decisions on need for forensics. This will include the following offences: Burglary others, TFMV, Theft others and Criminal Damage. Go live will be 2nd

February and DS Murphy will be driving investigations during the pilot. During this time Simon Wrigglesworth will be covering two roles. Calls to CRB via landline may be disconnected to ensure officers use their Airwaves – problems raised with CID Officers.

127.2 Mobile Data Terminals – still concentrated on Gosport District – any further spending will wait until the completion of the Violent Crime Pilot.

127.3 Delivery Plan – PHQ want monthly updates and Sam Wigley will send out an instruction on what is needed. It will basically be 2-3 lines concentrating on reds and ambers only. C/Supt Manners asked all to respond if asked and report back with nil update.

127.4 Chris Allen explained that there was over £30,000 outstanding on CARMS of unauthorised overtime. Chief Inspector Baxter to provide details of who the offenders are.

ACTION: Chief Insp Baxter to provide list of officers/staff with unauthorised overtime outstanding.

ACTION: Resource Management to be included on future Agenda

127.5 Chief Supt Manners did not want a chase of detections at the end of the financial year as this produced false figures.

128 DATE OF NEXT MEETING

Thursday 11 February 2010 at 13.00 in Fareham Main Conference Room