



MINUTES OF MEETING

Date: Monday 17 January, 2011
Time: 1300 hours
Location: The Solent Room, Hospitality Training Partnership, The Courtyard, St Cross Business Park, Newport

Attendees: Chief Inspector G McMillan District Commander, (Chair)
:
Detective Chief Inspector R CID
Maker
Detective Inspector C Carpenter CID
Detective Inspector L Williams CID
Inspector T Clawson SNT
Inspector P Savill Operations
Acting Inspector S Goodier TPT
Mr S Richards Finance and Business Manager
Mr D Smith Media Manager
Mrs J Beddall HR Manager
Mrs E Collier-Bain Minute Taker

Apologies: Superintendent N Mellors OCU Commander
Inspector B Pinnell SNT
Mr D Gledhill Performance Manager
Inspector J Hoare TPT
Inspector K Fowles TPT
Inspector R Abel TPT
Inspector A Treagus TPT
Inspector C Hall TPT
Inspector M Bell CST

548. Apologies

Apologies received from Superintendent Mellors, Inspector Hoare, Inspector Pinnell, Inspector Treagus, Inspector Fowles, Inspector Abel and Mr Gledhill.

549. Declaration of Any Other Business

None.

550. Minutes of the Last Meeting and Matters Arising

The minutes of the last meeting held on 8 December 2010 were approved.

551. Action List

The list of actions in progress were reviewed and discussed and the Action List updated to reflect the changes and additions.

552. Performance Overview – Mr Gledhill (apologies given)

Chief Inspector McMillan drew everyone's attention to the Executive Summary

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supplied by Mr Gledhill.

- a) Learning Matrix – No feedback given to Mr Gledhill. A reminder that updates are required.

553. Commander's Update/Change Management – Supt Mellors

In absence of Supt Mellors, nothing additional to report. Review progress/change management ongoing.

554. Chief Inspectors Update – DCI Maker/CI McMillan

DCC Visit 3 February (DCI Maker) – he would like to go out on patrol with TPT, presentation the following morning on crime investigation standards. Once he has more details DCI will liaise with Elizabeth to arrange venue etc.

Staff Opinion Survey (CI McMillan) – CI McMillan, Mrs Beddall and Mr Richards met with Will Burns in reference to this. He will now write up an assessment of where we are in reference to each of the areas. SMT members will be allocated areas to lead on.

Victim Care Packs (CI McMillan) – being reviewed.

Satisfaction Dip and update letters sent by VCRU (CI McMillan) – believed that the dip in satisfaction may be due to the cancelling of the update letters sent out by VCRU. 6 OCU are re-trialling sending out these letters. Looking at developing another system to help.

National Flooding Exercise 8 March (Inspector Savill) – Hampshire and Isle of Wight volunteered to carry out an exercise.

Inspectors Away Day on 23 February (Inspector Savill) – Mr Gledhill to present on performance in the morning and possibly an exercise in the afternoon on flooding on the Isle of Wight. CID to check with Mr Gledhill if they wish to attend.

Inspector Bill Pinnell – CI McMillan formally recorded thanks to Inspector Bill Pinnell for all his work with SNT East. Inspector Hall will take over this area.

IAG (CI McMillan) – Meeting tomorrow. CI McMillan requested that if anyone has anything in any area in terms of policy, procedure or structure that may affect the community to pass by this group for review and feedback, to let him know.

Custody (CI McMillan) – Inspector Abel has taken over from Inspector Evans for custody although each TPT Inspector has first line supervision of their Sergeant in custody on their shift and the two floating sergeants will take first line supervision of all the DOs.

555. Finance/Estates – Mr Richards

Reduction in Resources in the Finance and Admin Team – Mr Richards distributed his report on this and proposals for realignment of workload taking into account potential risks.

Resolved: CID Administration to take on the process of Cleaning tokens.

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Business Services – Two Caretakers have been approved for voluntary redundancy, one will leave at the end of January, one at the end of March. There is a need to reorganise to manage the new workload following this. Mr Richards will provide a paper for the next SMT.

Devolved Budget – Update following the Finance Meeting.

556. This minute and report are classified 'restricted' and therefore will not form part of the minutes for general circulation.

557. Media and Communications – Duncan Smith

Public Attitude Focus Groups – Forces consultation and research team were on the island last week conducting one of these groups. Mr Smith will get results to feed back to Inspector Hoare.

Communications Plan – meeting organised to update this for this year for CI McMillan, Supt Mellors and Mr Smith.

Communications Strategy – In reference to Inspector Pinnell's handover to Inspector Hall being drawn up.

Media Day – rescheduled to 25 February.

558. Any Other Business

None.

559. Date of the Next Meeting

The next meeting will take place at **1300 hours** on **Monday** 21 February 2011 in The Solent Room, The Hospitality Training Partnership, The Courtyard, St Cross Business Park, Newport.