



## MINUTES OF MEETING

**Date:** Tuesday 30 November 2010  
**Time:** 10.45  
**Location:** Fareham Police Station

**Attendees:** Chief Supt Karen Manners (Chair)  
Chris Allen  
DCI Colin Mathews  
C/Insp Will Schofield  
C/Insp Steve Baxter  
C/Insp Glynis Shaw  
Insp Kevin Cuffe  
Mike Markham  
Sally Adams  
Sandra Ruddock (MA – Minutes)

**231 Apologies:**

Supt Winchester, C/Insp Kenny

### **232 MINUTES AND ACTIONS OF MEETING 28.10.2010**

232.1 The minutes were accepted as an accurate record of the meeting.

232.2 **Action 216 – Special Constabulary.** Updates were provided by each District Commander regarding numbers of specials, deployment and turnover. Reasons for turnover included not feeling valued, use of the role as a stepping stone to other roles, pressure of work. There is a lack of force resources for training specials and discussion is taking place around an NVQ process for Gosport. There is now a better mix between those deployed in TPT/SNT. C/Supt Manners recommended that the Extended Police Family should be included as an agenda item in local management meetings to ensure the best use of specials is made and that they also feel valued

**Action: Quarterly updates on the numbers, turnover and issues around Specials to be included in the agenda for future SMT meetings.**

232.3 **Actions 217.3-217.7 – CPO/CPDA Review.** An update had been received from Insp Pragnell. PS Jennings will take on the role of supervisor to Fareham CPO. C/Supt Manners expressed her appreciation of the work undertaken by Insp Pragnell.

232.4 **Action 218.9 – Resource Police Acting Roles.** C/Supt Manners' took the report prepared by Paul Rowsell to Informal Commanders where additional observations were made before forwarding a joint

submission to ACC Dann who will look at this in terms of practical implementation of policy. No Actings at all will be done for one or two day absences or to cover meetings. The outcome of ACC Dann's review is awaited.

**Action: C/Supt Manners to circulate report submitted.**

232.5 **Action 225.6 – PDR Chasing Process.** The same process will be used across the OCU and C/Insp Schofield is working with Gilli Kennedy to set it up.

**232.6 Action 225.4 – New PDR.**

**Action: C/Insp Schofield to invite Brian Seggie to next SMT meeting for 30 minute slot.**

232.7 **Action 228 – Staff Survey.** C/Supt Manners with Supt Winchester will be doing a joint monthly update to go to all of the staff on the OCU which will be intended to provide value to staff by giving them clarity around issues of concern. Chief Inspectors to email to C/Supt Manners issues which may arise from their district/portfolio.

232.8 **Action 229 – Overdue Complaints.** The OCU is getting better in dealing with complaints but there are still some which are very overdue. C/Insp Baxter is working with MAs to devise an improved chasing system commencing 2011.

### **233 CHANGE UPDATE**

233.1 C/Supt Manners updated the meeting on the change process. Blueprints for areas of change are to be submitted in December and will then be prioritised according to impact. Little detail is available at present.

233.2 The Strategic Estate Strategy has been discussed at the Police Authority but no feedback has been received.

233.3 Collaboration of Operations Departments has been agreed but there is a lot of detail to be determined.

233.4 Expressions of interest for the three Area Commander posts will be required by December and a decision is expected in January with those appointees overseeing the change in the three Areas.

233.5 There is discussion around requirements for role of Head of CID and CID structure is not yet known.

233.6 Fareham and Gosport are to merge but no work can be done on that yet and there is no indication regarding a selection process for district commanders.

233.7 Approval has been received from the Police Authority for the Fareham Custody refurbishment and contractors have been appointed. Chris Allen is hoping that the meeting with the building consultants will take place in the next week so that work can be

commenced as planned.

233.8 IMU refurbishment work is to go into the newsletter. Intel and IMU will be moving to allow for development of offices for centralised IMU.

233.9 Office space will be an Estates owned commodity and will be managed centrally to maximise use of space with all the changes in progress. Chris Allen links into the centre for this.

**234 FINANCE**

234.1 An underspend is still anticipated at the end of the financial year.

234.2 Chris reiterated the need to keep looking at ways to use local action funds.

234.3 It is not anticipated that there will be a BCU grant next year. Unused BCU grant this year will have to be paid back.

234.4 The MA Review will commence shortly and will take most of a year.

**235 HR UPDATE**

235.1 The second phase of the HR reorganisation programme is commencing covering local HR, Senior HR Officers, Occupational Health, Recruitment and Workforce Planning. The consultation process commences on 1<sup>st</sup> February and will last for 30 days.

235.2 No current OCU issues.

**236 CRIME/CID ISSUES**

236.1 DI Jo Smith is engaged in the Intel review and DI Andy Symes is currently leading Intel on the OCU with DS Learnihan.

236.2 Tasking Team managed by DI Wendy Priston has moved to Twyford during office alterations at Fareham but will be back in due course.

236.3 Regarding officers on ICIDP, crime portfolio count them as part of the overall establishment strength. The OCU is now up to strength with DCs although the force generally needs DCs. There are several officers who would like to undertake this training. Discussion took place regarding how this can be achieved without reducing OCU strength including transfer to other OCUs for training and then returning to Central. This is a force issue and further discussion will take place outside of the meeting with a view to it being taken to HR meeting.

**Action: DCI Mathews to discuss with Mike Markham and Chief Inspectors**

236.4 Det Supt Jason Hogg and Supt Colin Smith have been tasked to review crime investigation. A meeting of all DIs has been held and most are in

favour of district DI accountability although there are some concerns regarding DI line management. A lot of work has to be done yet.

**237     COMMUNICATIONS UPDATE**

237.1 Community Focus Groups have been completed and the findings will be presented by Sally Adams with Claire Simkin at the PAES meeting on 20<sup>th</sup> December. Sally gave a brief overview.

**238     ANY OTHER BUSINESS**

No issues for discussion.

**232     DATE OF NEXT MEETING**

Monday 20<sup>th</sup> December 2010 at 10.45 in Fareham Main Conference Room

(C/Supt Manners will bring mince pies!!)