

## SMT MEETING

### MINUTES OF MEETING

**Date:** 22<sup>nd</sup> July 2010  
**Time:** 1300 hours  
**Location:** Conference Room, Lyndhurst Police Station

**Attendees:** CS Rowland (Chair)  
CI Gary Cooper  
CI Paul Bartolomeo  
CI Kory Thorne  
CI Chris Jones  
DCI Nigel Lecointe  
Denise Messenger  
Becky Neville  
Rachel Skelton (Guest)  
Clare Bailey (Minutes)

**Apologies:** Supt Rob Dexter, Karen Cousins, Alan Smith

#### **284. Minutes from last meeting and actions arising**

These were agreed as correct.

#### **285. Actions**

Minute 202a OCU Priorities. DCI Lecointe and DI Waite are attending the next ASB meeting at EE. DI Waite & DI Elcock will assemble a briefing package for the neighbourhood, which will include dangerous & vulnerable people. DI Waite confirmed he has attended a JAG and ASB meetings at EBC. This project will sit under the Operational Board Meeting. Discharge.

Minute 205 Customer Call Back. It was confirmed that Nigel Hart will be in place until October 2010, but it was queried how long this would be sustainable. Await outcome of review in September. CS Rowland has requested an objective review from DI Plummer. CS Rowland to discuss with DI Plummer in July. It was agreed that the MA will cover this responsibility. Discharge.

# policing

Western OCU

Minute 237 OCU PSD Performance. **Action:** CI Jones to ensure that a process exists to enable functional Inspectors to manage PACE issues when TPT Inspectors are not available. Infra data will be available in July. CI Jones to look at the expectations from TPT Inspectors and feedback at next meeting. It was agreed that functional inspectors should be able to offer a percentage of cover. Discharge.

Minute 238a AOB. CS Rowland and Supt Dexter to liaise re SEO cover in the New Forest. PC Sally Ogden is currently assisting PST and will cover SEO at NY when required. To review in September. Ongoing.

Minute 244c OCU Weaknesses. **Action:** CI Jones will be meeting Sue Holmes to discuss IOM. CI Jones and CI Bartolomeo to discuss beforehand as CI Bartolomeo was part of review. DCI Lecointe confirmed he will be meeting CI Fower to discuss initially. Ongoing.

Minute 266 BME Satisfaction GAP. **Action:** CI Thorne to chase TA with regard to calling back BME victims. CI Cooper to reinforce this across the Forest. Insp Sloggett confirmed that EE have been progressing this and have made contact with victims within 2 months. CS Rowland to be updated with results. All districts are progressing these calls. Discharge. Completed.

Minute 267 AOB. No extra staff will be required for bank holidays. **Action:** CI Jones to meet with CI Steve Fower regarding custody collaboration and to confirm that the custody paper has been submitted. DCI Lecointe requested that he is kept updated because of the PIIT. Update to be given at the next meeting. The numbers reported are correct. DCI Lecointe confirmed that if DCs or DSs are working nights on a bank holiday they will not be switched to cover days. Completed. Discharge.

Minute 269a Budget. The general consensus is that the Crime Prevention Officer role is very valuable. It is possible for the OCU to have one per district each of which would be locally tasked or 2 CPO to cover the OCU. **Action:** CI Jones to liaise with DI Waite for his view, as some CPOs deal with domestic abuse. Ongoing.

Minute 269b Budget. **Action:** Hannah Young to send a list of restricted officers to DCI Lecointe. This has been completed. No suitable officers have been identified. Discharge.

Minute 270a FPRG Update. CI Cooper confirmed that discussions regarding Fordingbridge co-habiting with the Fire Service are in early stages. Discharge.

Minute 271a Staff Moves. **Action:** Becky Neville to speak to potential retirees to establish their intentions. Potentially 2 Insp, 2 PC, 3 PS and 1DS will retire before the end of the year. Completed. Discharge.

Minute 271b Staff Moves. **Action:** CI Jones to look at the performance PS role. The Performance Unit will be centralised. Completed. Discharge.

Minute 274 TIC Letter. **Action:** DCI Lecointe to forward TIC letter to DI Gelman. Completed. Discharge.

Minute 275 Board Structure. **Action:** CS Rowland to forward Force plan from Simon Dodds to CI Jones. Completed. Discharge.

Minute 278 Service Delivery Role. **Action:** Ideas on how to manage complaints to be fed back to CI Jones. Completed. Discharge.

Minute 279 Staff Survey. **Action:** Becky Neville to complete a comparison analysis of last year's results and this year. Unable to complete this as the questions were different. Completed. Discharge.

Minute 282a AOB. **Action:** Rowdy and inconsiderate classifications to be looked at across the OCU. This is progressing with HQ. Completed. Discharge.

Minute 282b AOB. **Action:** Karen Cousins to feedback progress of spot checks and security audits. These are carried out on a regular basis and followed up with news bulletins, emails etc. Completed. Discharge.

## **286. Budget & Structure Update**

There are currently issues around acting duties. **Action:** Confirmation of when an acting is required by the OCU to be fed back to the centre by CS Rowland. It was agreed that an acting should be in place to cover an absence of 7 days or more.

DCI Lecointe confirmed that if there are 2 DS's in CID there is no need for an acting. However, it is essential that all absences are covered in PPU.

CS Rowland confirmed that Sgt posts are currently under review.

HQ have given the authorisation for EE Custody to transfer to Southampton HQ.

CI Thorne confirmed that a decision regarding TA Custody from Wiltshire Police would be forthcoming.

The vacant Custody DO post should be discussed in the HR Panel.

DCI Lecointe confirmed that PPU is being reviewed across the Force along with the misper role. CS Rowland confirmed he is awaiting confirmation from ACC Nicholson.

## **287. FPRG Update & OCU Priorities**

CS Rowland reported that at the FPRG meeting the focus was on call management.

It was confirmed that performance expectations have not changed.

**Action:** Supt Dexter to provide feedback on Serious & Acquisitive Crime at the next FPRG meeting.

**Action:** CS Rowland to circulate DI Gelman's report.

The ASB data quality in RMS is poor – conflicting information is produced. To date, 38% of the data is identified as being wrongly classified. **Action:** Insp Whyton to link in with Supt Julie Earle and Nigel Hart to provide examples.

## **288. Board Structure & Delivery Excellence Service Plan**

CS Rowland has requested CI Jones circulate the proposed board structure by 30<sup>th</sup> July. **Action:** CI Jones to circulate proposal.

## **289. Financial Update**

Denise Messenger confirmed there is a current projected underspend of approx £107k.

CS Rowland requested that the media assistant post be paid for out of this budget and not the PCSO budget.

CI Cooper confirmed that the BCU fund will not be available next financial year. Therefore, there funds will not be available for proactive operations. **Action:** Denise Messenger to raise with Vicky Turner.

## **290. Disorder Fixed Penalty**

CS Rowland confirmed that detections for disorder was an issue. CTO have confirmed they will not be printing any more tickets. It was

suggested that the OCU hold a ticket amnesty. All unused tickets are to be returned – EE appear to be the problem district.

## **291. Anti-Social Behaviour**

ASB Intel logs and links to nominal should be clearly entered on RMS.

## **292. Staff Survey Results**

Rachael Skelton gave an overview of the results for 6 OCU.

A direct comparison of the 2008 survey to 2010 survey is not possible as questions were asked in a different way. For example in 2008 the question of morale was asked, but in 2010 the question was phrased morale at work.

Alex Reading and Clare Simkin are currently working on an action plan which will highlight four areas to be focused on Forcewide. Focus Groups will be organised to progress this.

The action plan will include healthy work-life balance, opportunities to improve skills, encouraging development (70% of individuals with a disability answered negatively). **Action:** Rachael Skelton to review the open ended questions, which are not identifiable, and advise CS Rowland.

A flexible working comparison will be undertaken for the question of “I have achieved a healthy work-life balance” as only 42% of men agreed with this compared to 59% of women.

**Action:** Rachael Skelton to send a breakdown of 5 OCU to CS Rowland and advise on how we compare to other OCUs.

Confidence in the leadership provided by senior management – **Action:** Rachel Skelton to advise if this referred to Insps or CI.

The survey reflected a gap in satisfaction for TPT and SNT.

It was agreed that a district breakdown would be more beneficial, but unfortunately individuals were not asked to reveal their district.

**Action:** Rachael Skelton and Becky Neville to discuss the Action Plan.

## 293. DMM

CI Jones reported that absences from the morning DMM were noticeable. DCI Lecointe confirmed that DI Gale was currently reviewing the process and would report back.

Briefings on the districts are not being carried out. DCI Lecointe is progressing.

## 294. Any Other Business

### Misconduct Training

CI Thorne & CI Bartolomeo to attend. This has been confirmed to PSD.

### Essential User

The mileage on the essential user information is incorrect. However, it was agreed that it should be about the role and not mileage. DCI Lecointe confirmed that the DS role does not need essential user. Safer Streets should be casual user and MAPPA should not be using their own vehicles for security reasons. **Action:** CS Rowland to meet with Insp Holdaway.

It was agreed that a standard approach should be taken across the OCU.

CI Cooper confirmed that the Force fleet is to be reduced by 25%.

### PSD

PSD have suggested that troubled individuals should have an OCU SPOC nominated to them. However, it was agreed that the MERG process should be used to manage these individuals.

PS Alison Jones is currently arranging Local Resolution training for all inspectors and acting with Steve Morris (PSD). DS James to be kept in the loop.

Clear audit trails are to be progressed for UPP. This will be the responsibility of the HR Manager. Becky Neville and CS Rowland to discuss outside the meeting.

Stop & Search figures are to be submitted to the Chief Constable by 15<sup>th</sup> August.

Guidance notes are to be circulated in relation to casual street encounters.

It was agreed that Tim Adams, Wendy Steward, Shaun Welsh, Barbara Halford, Sara Walker and Alan McCaffery should be nominated for a Community Award from Hampshire County Council. Names have been put forward to HQ.

**295. Date of Next Meeting**

The next full SMT meeting is scheduled for 24<sup>th</sup> August 2010, in the Lyndhurst Conference Room.