



## MINUTES OF MEETING

**Date:** Thursday 13 August 2009  
**Time:** 0945  
**Location:** Fareham Police Station

**Attendees:** Supt Phil Winchester  
Chris Allen  
Sally Adams  
DI Jo Smith  
C/Insp Glynis Shaw  
C/Insp Rachel Farrell  
Kathryn Barnes  
Insp Steve Baxter  
Insp Sally Terry  
Insp Kevin Cuffe  
Anneke McCarthy  
Sandra Ruddock (M/Asst)

54 **Apologies:**  
Ch Supt Karen Manners, C/Insp Schofield, C/Insp Patterson,  
DCI Shand

### INTRODUCTIONS

Supt Winchester welcomed Kathryn Barnes to the meeting and also Insp Steve Baxter who has been appointed to the post of Chief Inspector (Operations) although a date for him to join the OCU has not yet been agreed.

### 55 POCA/FINANCIAL INVESTIGATION

55.1 Kathryn Barnes gave a presentation on the subject of developments in Financial Investigations and the impact they could have on the Force. She said that the purpose of coming to the meeting was to obtain buy in from senior managers as they would be driving it.

55.2 She detailed statistics regarding the proceeds of crime recovered from offenders which would otherwise be reinvested in other crime and the impact of the financial investigation powers that police officers now have in terms of improved performance and outcomes. Kath indicated that Hampshire are behind the national trend in their application and use of this power.

55.3 Once a criminal is successfully prosecuted confiscation orders can be enforced and, although this is done by officers in the Financial Investigations Unit, it is important that these cases are referred early on in the investigation to the FIU. Kath explained the importance of mapping organised crime groups to identify the many ways in which

they can profit from all types of crime. Financial investigation at an early stage can identify ways of putting a stop to criminal activities.

- 55.4 POCA orders are always enforced and a failure to comply can result in longer prison sentences with a return to prison if they still fail to pay. They can also be passed on to a criminal's family should he/she die. Nominal orders can be returned to court and re-enforced if a criminal is later found to have hidden funds or comes into money.
- 55.5 Hampshire currently have insufficient financial investigators and there are some issues with CPS which affect the Constabulary's ability to carry out POCA health checks. Analysis has been undertaken and a report submitted to ACPO. Communication is now a key issue with the necessity to give OCUs an input on financial investigations and the importance of referrals to FIU. The number of referrals and their outcomes is a measure of the OCU's performance.
- 55.6 The force receives an 18.75% pay back from the Treasury of the assets recovered from crime. Some of this has been used to employ 6 FIOs but Kath has recommended that as this work develops, a payback index will be set up to ensure that proportionally the proceeds of this payback are returned to the OCUs for use in the community.
- 55.7 3 OCU are having two of their detectives trained by FIU as financial investigators, an opportunity which would also be available to Central OCU. FIU are working closely with training to develop a training plan dealing with the financial implications of searches and financial interviews.
- 55.8 Kath recommends publication of asset recovery results as it is an important part of policing and public reassurance.
- 55.9 There are no financial investigations done at the front end; these will be done by OCU but files will be created for referrals and specialist guidance given where appropriate. At present there are insufficient financial investigators and it is planned to create these within OCUs. Confiscation orders are expensive to follow through but this will be done in appropriate circumstances and feedback provided to the OCU on the outcomes. During this year the FIU want to gather figures for referrals and those that go on to full confiscation investigations
- 55.10 Referrals should be sent to Kathryn Barnes.

**Action: Kath agreed to give her presentation at a Briefing Day. Sandra Ruddock to pass details to Sharon Thomas so that this can be arranged.**

**56 MATTERS ARISING FROM THE MINUTES OF MEETING 11/6/09**

- 56.1 The minutes were accepted as an accurate record of the meeting.
- 56.2 **Action 3 – Op Principal and Op Lane.** Supt Winchester had discussed with RMU processes for dealing with abstraction of staff

following a CAT 1 death. He was satisfied that they had done the best they could to cover the situation although detrimental to J District on this occasion. Supt Winchester had emphasised the need to share abstractions across the OCU whenever possible and that overtime would need to be used if a situation could not be covered any other way.

**56.3 Action 1 SMT Duty Weekends – Availability of RMU staff.** RMU is manned on Saturday but not on Sunday.

**57 FINANCE**

57.1 Chris Allen reported that the underspend by the OCU will be reduced by the end of July as he has had to make some provision for other items which he anticipates will become clearer shortly.

57.2 Overtime is a concern not only in connection with the recent murders but also in terms of unauthorised overtime which is running at a higher level than he would wish. It was agreed that this would be dealt by districts and if the situation has not improved by the next SMT meeting, RMU would be asked to identify individuals.

**Action: Districts and CID supervisors to ensure that unauthorised overtime is dealt with urgently and removed from the system.**

57.3 Chris affirmed that the OCU's overall financial position was strong.

57.4 Police Officer pay remains with HQ and will not be billed back to the OCU.

**58 REMOVAL OF RADIOS AND TELEVISIONS**

There is ongoing confusion regarding the removal of radios and televisions from offices and in what circumstances they have to be removed. Chris Allen said that Business and Finance are charged within the next 12 months with the removal of all items for personal use which consume energy. Concern was expressed regarding replacement of TVs and Radios with personal ipods and the consequent effect this has on teamwork. Further clarification will be obtained and a further message put in the newsletter of the action to be taken across the OCU.

**Action: Chris Allen to obtain further clarification from HQ and also to discuss with fellow Finance Managers the action they are taking.**

**59 TEST PURCHASE FUNDING**

59.1 Supt Winchester had asked previously whether districts would like to give some money towards test purchase funding in connection with alcohol sold to young people and he would also like to extend this to knife crime, which although not currently a serious issue for the OCU, it had become apparent that a lot of young people carry knives if only for possession reasons. The Districts had declined to fund test purchasing as had the Police Authority. Supt Winchester's previous request had been for £3,000 per district and he suggested

that if half of this was funded from the centre, that the Districts might be willing to contribute £1,500 each.

59.2 Suggestions included that whatever districts do should be problem orientated and on a needs basis and that more information was needed on how useful test purchase operations had been in the past. It was also suggested that this should be discussed through Community TCGs and that such operations could be carried out in combination with others.

59.3 The districts were reluctant to agree to the proposal.

## **60 HUMAN RESOURCES UPDATE**

60.1 Anneke McCarthy advised the meeting that Personnel was now to be referred to as Human Resources as required by ACC Dann to comply with more general business practice and HR identification would gradually appear on correspondence etc.

60.2 Anneke was unable to give a full update partly because she had been giving priority to some long-outstanding complex issues and also because there will still problems with Delphi which were affecting the accuracy of reports and causing difficulties to HR staff with reporting on PDRs, sickness absence, postings, establishment etc. She advised that information given would be based on her assessments only.

60.3 Central OCU's establishment for constables was reduced to 418.363. Anneke is still running check on where people are but, although unable to check accurately on Delphi the establishment currently appears to be running at 420.5 constables. She has received agreement to funding for the OCU to run at 2.63 constables over establishment so can effectively run at 420.9 within budget. As running slightly below establishment, forward leavers will impact heavily on districts as the force is running under establishment and there are no spare officers. There will be student numbers added to the establishment on the day they join the force although the OCU does not see the benefit until some months later.

60.4 Work is still in progress on police staff establishment and Anneke was unable to report on this although she was considering recruitment business cases put to her.

60.5 There have been a number of reviews, e.g. Custody, and a high level of postings which have impacted on establishment. Due to the problems with Delphi there is still a lot of information to be updated.

60.6 No PDR figures were available to assess the current situation but Anneke encouraged supervisors to continue processing them.

60.7 The latest figures for sickness absence were in July which raised no concern in relation to police officers who were under target but police staff were over target. There are one or two cases connected to dismissal hearings or disciplinary and grievance issues and Anneke hoped that once these were resolved these figures would improve

over the next two months or so.

60.8 The workload continues to be high in HR and Anneke requested forbearance until matters settle down.

**61 HR PLANNING MEETINGS**

It was agreed that these meeting would continue to be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month and that they would be extended to 1.5 hours from 0900-1030 to allow for the higher level of business due to postings and other HR issues. OCU TCG which is held fortnightly cannot be held on any day other than Thursday because of the amount of work required by Intel for DMM and the OCU TCG. OCU TCG does not always fall on the same day as this meeting and on those dates the SMT Executive and Performance meetings will take place from 1100-1300. On OCU TCG dates the SMT Executive or Performance Meetings will take place from 1300-1500

**Action: Sandra Ruddock to rearrange OCU meetings to accommodate the agreed changes and circulate calendar amendments.**

**62 CRIME/CID ISSUES**

62.1 Di Jo Smith reported that recent murders have had impacted on CID.

62.2 There is to be a reshuffle of DIs which DCI Shand will be discussing on his return. The purpose is for staff personal development which comes from swapping roles. Also replacement of one DI is being looked at. The portfolios of DIs will be a future issue and there may need to be a temporary DI promotion pending the arrival of DCI Shand's replacement.

62.3 External advertisements have now been placed for a Technical Support Officer as internal applicants were not suitable.

**63 VEHICLE ALLOCATION ON OCU**

It was agreed that this would be discussed further in Chief Inspectors meeting.

**64 SAFETYNET NEIGHBOURHOOD MANAGEMENT SYSTEM**

64.1 SafetyNet is due to be rolled out in September and the proposal is that it should be co-ordinated by the Active Presence in Every Neighbourhood Silver Group. A SPOC will be required for each district to sit on the group but this does not need to be a special post, just the most suitable person, e.g. an SNT Sergeant.

64.2 Insp Terry asked for each District to nominate a SPOC for this role.

**Action: District Commanders to nominate a suitable SPOC and advise Insp Terry who that will be.**

64.3 Supt Winchester had received an email from the centre regarding a SPOC to liaise with them and suggested this could be the

Performance Manager.

**Action: Supt Winchester to discuss OCU SPOC with Sam Wigley and C/Insp Schofield.**

**65 SMALL VARIATION TO SHIFT PATTERNS**

65.1 The proposed minor shift change on J District had been approved. As it was a minor change of 1 hour the Federation confirmed it did not require a vote and it did not have to be OCU wide. Supt Winchester was in favour of the change if it assisted with resource allocation and advised that C/Insp Schofield could proceed.

65.2 Insp Terry advised that the process for minor changes is to present a business case to the Federation for their advice and approval and then submit the business case to the Shift Review Panel Mailbox for approval.

**66. VAP REVIEWS**

This issue was raised as J District officers are being tasked by Performance Team to undertake dip sampling which impacts on their workload. It was agreed that this item would be discussed in the Performance Silver Group meeting.

**Action: Sam Wigley to add to agenda for Performance Silver Group Meeting.**

**67 COMMUNICATIONS**

67.1 Media and Comms have a temporary IT volunteer whom Sally hopes will be able to assist with the Admin workload in Media.

67.2 A lot of work is being done around the ASB Campaign generating a lot of publicity.

67.3 They are working on the Rape Production Panel with Insp Pegler and DI Tara Williams which Sally will be able to update on in September.

67.4 Sally also raised the question of a OCU SPOC for PSD and Supt Winchester advised that DS Sue Murray was to meet with him and C/Supt Manners shortly to discuss this.

**68 DISTRICT OPEN FORUMS**

68.1 Supt Winchester had not had an opportunity to discuss this with C/Supt Manners in advance of the meeting but the question she had raised related to what would be most beneficial from these Forums.

68.2 The Forums are to be held on each District 6 monthly but not all in the same month. They will be open to all personnel who wish to attend.

68.3 It was agreed that these should be staff led and provide an opportunity for officers and staff to raise issues of concern with

senior management. There should be no management led agenda.

- 68.4 Notwithstanding 68.3, there is an opportunity for discussion of force issues which are relevant at the time and to obtain OCU feedback on these and it was considered that this opportunity should not be missed.

**Action: Supt Winchester to discuss feedback with C/Supt Manners**

**69 SILVER GROUP UPDATES**

- 69.1 **Providing an Excellent Service** – No update.

69.2 **Catching Criminals and Managing Offenders.** DI Smith mentioned updating of the Briefing Document and feedback required from Chief Inspectors. Supt Winchester reiterated that part of the Mobile Data Project briefing dealt with down-time where officers not committed on an incident park up in a priority policing area to update rather than going back to the police station. He asked that these areas are constantly reviewed and if no longer appropriate should be fed back so that amendments can be made. He also said that some localities are failing to update RMS properly regarding patrolling of priority policing areas, some not having been updated for more than a month. He asked that Chief Inspectors take steps to ensure that this situation is remedied. He also asked that Chief Inspectors look at the outstanding idents as a priority when the TCG document is received.

- 69.3 **An Active Presence in Every Neighbourhood** - No update.

- 69.4 **Protecting Our Communities** – No update.

- 69.5 **Equipping Our Teams to Deliver** – First meeting to be held following SMT.

**70 ANY OTHER BUSINESS**

- 70.1 Insp Terry raised a question regarding funding of double duties for sergeants who are back-filled to TPT leaving no SNT cover on J District. It was agreed that this would be discussed with Supt Winchester and Chris Allen outside of the meeting.

**71 DATE OF NEXT MEETING**

Wednesday 9 September 2009 at 10.00 am in Fareham Main Conference Room