



## MINUTES OF MEETING

**Date:** 13 September 2007  
**Time:** 10:00 hours  
**Location:** Conference Room, Fratton

**Attendees:** Chief Superintendent Campbell  
Superintendent Rowland  
Inspector Elkins  
Det Inspector Nigel Oliver  
A/Inspector Douglas  
Inspector Stainton-Ellis  
Inspector Chidwick  
Chief Inspector Pither  
Inspector Fryatt  
Inspector Tester  
Chief Inspector Stone  
Inspector Snook  
A/Inspector Stewart  
Inspector Humphries  
Det Inspector Robyns  
Inspector Hutchings  
Det Inspector Heidi Oliver  
Inspector Tipping  
Inspector Bartolomeo  
Inspector Voller  
Chris Evans                      Finance Manager  
Inspector Griffiths

**Apologies:** Det Ch Inspector Dawson  
Det Inspector Hallett  
Inspector Michie  
Det Inspector Geden  
Heather Cracknell  
Claire Vbranch

Ch Supt Campbell commenced the meeting by thanking everyone present for their efforts over the summer holidays.

This will be Insp Bartolomeo's last meeting as he is joining PHQ as Staff Officer to ACC Pryde in October and Claire Vbranch is leaving Hampshire Constabulary tomorrow to take up a new post in London. Ch Supt Campbell thanked them both very much for their hard work.

**There followed a presentation on:**

### **Safer Schools and Youth Inclusion by Inspector Lee Fryatt**

Insp Bartolomeo then gave an overview of the recent issues in the area with Travellers.

**422. MINUTES OF LAST MEETING – 9 August 2007**

It was agreed that the minutes were an accurate record.

**423. MATTERS ARISING**

**424. ACTION LIST**

**Minute 413.3 SMT Meeting Structure** – This is being looked into.

**Minute 413.4 Tattoos** – Ch Insp Stone has sent an e-mail out regarding uniform standards. Tattoos to be discussed later in the meeting.

**Minute 415 Temporary Alarms** – Insp Fryatt has sent a quote to Chris Evans regarding the cost of purchasing PAYG mobiles and PS Jerry Cracknell has requested donations of any old mobile phones. ***(to be discharged)***

**Minute 415 Temporary Alarms** – Insp Fryatt has requested FRC not to authorise any alarm requests which are not signed by an Inspector. There is a slight problem with this at present as all OCUs are addressing the alarm overspend problem and there is no regular policy, so each OCU is doing things differently, but this should be sorted out in the near future. ***(to be discharged)***

**Minute 415 Temporary Alarms** – The relevant notices regarding temporary alarms will be put on the notice boards once the notice boards are received. There is a problem with the delivery of notice boards at present with our regular supplier and Ch Supt Campbell requested that Chris Evans order them from another company in order to have them delivered soon.

**ACTION: Chris Evans to look into the non delivery of notice boards and order from another company if necessary**

**Minute 417 Warrants** – The information regarding hotspots will be delivered at the next sector inspectors' meeting (in two weeks time) for an allocation decision around where the warrants will be served. Update at the next meeting.

**This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.**

**Minute 419.1 Custody Charge Desks** – Ch Supt Campbell raised this issue at OCU Commanders Meeting and Supt Karen Manners has taken it to the Custody Users Group with ACC Mr Pryde. This is now a Force wide issue.

**Minute 419.3 Operation Delphinus** – Insp Chidwick has this in hand as work is ongoing. ***(to be discharged)***

**425. CHIEF SUPERINTENDENT'S UPDATE**

1. **This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.**
2. **Standards** – Ch Insp Stone has sent an e-mail out to Inspectors and Sergeants regarding officers' uniform standards and what is expected. Ch

Hampshire Constabulary      Senior Management Team  
Portsmouth OCU

Supt Campbell advised the SMT that he wanted them, together with their Sergeants to deal with issues regarding uniform robustly. Well turned out officers present a professional image to everyone. This is a key area that the Ch Supt will be looking at in the future, together with quality issues across the OCU, the filling in of forms and attention to detail.

**Tattoos** – A consistent resolution is required on this.

**ACTION: Chief Inspectors to get together to make a resolution on tattoos.**

- 3. Air-conditioning in stations** – Estates policy is quite clear – no air conditioning will be put in any room unless it was already in place, but there are other ways to cool the air which will be considered. There was a discussion regarding solutions for the new TPT Parade room, which is very hot. Ch Supt Campbell is happy for more air coolers to be put in there for the short term, but he wants plans and ideas for the long term (ie windows along one wall) as the room is too hot.

**ACTION: Update required as to what is being done both short and long term and how quickly – Chris Evans.**

#### **426. SUPERINTENDENT'S UPDATE**

- 1. Standards Group** – Supt Rowland will be forming a Standards Group and has asked Chief Inspectors to look at likely candidates to be on this. This will be formed within the next two weeks and will look at the standards of uniform, driving, data and investigation.

Linked to this is the Police Victim's Charter aspect. A ring back list for victims of violent crime has been issued to Inspectors to find out how their officers are doing in terms of investigation. Although telephoning each victim is quite a lengthy process, it is proving to be a very worthwhile exercise.

- 2. TPT Resilience** – Supt Rowland requested that attendees at the SMT meeting take back to the TPT officers that both he and Ch Supt Campbell are fighting their corner and requesting further officers (see 425.1 re budget bid). Ch Supt Campbell is attempting to resolve Op Bourne cover for Central, with the CCU working additional lates, which in its turn has brought about a dispute with the Federation regarding changing shift patterns.
- 3. Shift Trial** - The 2am shift finish trial for SNT police officers has come to an end and has reverted back to midnight. Supt Rowland considers that officers are required later than that and reinstated the 2am finish and the Federation immediately contested this on the grounds that it was a significant shift change. Two hours on two nights each month is not a significant shift change and Supt Rowland will fight it with the Federation. The Federation state the problem is that three months notice wasn't given. The Force is looking over the next three months at the shift system and is broadly looking at the 6 on 4 off system and reviewing that. There followed a discussion regarding shift patterns and it was agreed to look at duties outside this meeting.
- 4. Gunwharf Quays' Mini Police Station** – This building has been refurbished by Gunwharf Quays and is due to be opened tomorrow. Initially it will be used for Community Meetings, beat surgeries, Special Constables

Hampshire Constabulary      Senior Management Team  
Portsmouth OCU

for Shop Watch special duties and also the trainees who visit Gunwharf Quays. It could also be used as a refreshment stop for HPV duties. There is no IT in the building as yet as IT services have to look at the building and assess it.

5. **Specials PDP** – this will be distributed next week.
6. **Re-design of all Front Offices** – this is being done by students from Highbury College and Portsmouth University, with a view to possibly setting the Corporate standard for the Force and will be launched within the next two to three weeks. The students will complete two designs, one if counters can be moved and one if they can't. Supt Rowland is on the working party for Force Front Office Provision.
7. **Training Away Day 4 October 2007** – focussing on leadership issues, where we are now and where Ch Supt Campbell sees the OCU going in the next two years in terms of key issues facing us. The day will be very interactive with lots of sub group working and will be challenging and controversial to stimulate conversation. The agenda will be sent out next week.
8. Ch Supt Campbell advised the SMT that Chris Evans is not responsible for the lack of air-conditioning, nor the fact that IT take a long time to install or move computers in offices.
9. The Force is presently concerned with its Carbon Footprint and is looking to develop ideas and policies regarding this which will cascade down to OCUs in terms of how we go about our day to day business.

**427. ANY OTHER BUSINESS**

1. **Quality Assurance List** – Ch Insp Pither requested that if anyone receives an e-mail from her regarding the quality assurance list, could they please reply to her when the task has been completed.
2. **Knife Operation** – This commences tomorrow and the OCU has borrowed some knife tunnels and wands from Thames Valley police. SNT will be trained on how to use these and will take them to parks and other places.
3. **This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.**
4. **Mental Health Suite** – This goes live on Monday and all information is on the Custody Intranet.
5. **Premises Searches** – Custody sergeants are having problems finding officers to do these searches, but more importantly with the paperwork that is coming back. Insp Humphries requested that when senior officers sign up a Section 18, they remind the officers that it has to be registered as a separate occurrence and they must scan their paperwork in before they send it to Inspector Humphries.

**428. DATE OF NEXT MEETING**

The next meeting will take place on Thursday 11 October at 1300 hours in the Conference Room, Fratton.