
Dedicated Human Source Management Team Pilot
Steering Committee
Minutes

13 August 2004 – 2pm

Persons Attending:

Steering Committee:

Commander Moloney	CEJA Task Force (Chair)
Commander Purton	Crime Department
Acting Commander Wilson	Intelligence and Covert Support
Detective Superintendent Biggin	Major Drug Investigation Division
Detective Inspector Cowlshaw	Intelligence and Covert Support
Inspector McWhirter	Secretariat - Minutes

Agenda Items:

Minutes from previous meeting adopted and approved.

ACTION ITEMS FROM PREVIOUS MEETING:

Item 1. Crime Department Personnel Commitment (Item 1 - 16/7/04) Biggin / Cowlshaw / Sandy / Moloney

Personnel selected for the pilot:

Peter Smith-O
Black-O
Green-O
Officer Paige

Item Complete

Item 2. State Intelligence Division Personnel Commitment / Other (Item 2 - 16/7/04) Cowlshaw

Wilson: Nomination from I&CS, meeting held with Sandy and Owen. Sandy is of the opinion that Owen should not be lost to the project. Owen prepared to remain as part of the project. It was agreed that Owen would remain on the project, however would not participate as a handler.

Personnel selected for the pilot:

Doug Cowlshaw - Security Intelligence Group
Glenn Owen - Informer Management Unit

PII

Item Complete

Item 3. Approval of nominated personnel (Item 3 - 16/7/04) Cowlshaw

Personnel identified in Item 1 & 2 are approved as the pilot team.

Moloney - to meet with Owen and Tynan regarding future opportunities

Cowlshaw - has briefed Paige regarding the pilot

Wilson - A/C Thompson Region 1 informed and approved Paige selection for the pilot, this was arranged on Monday 9 August. A/C Ashby Region 5 refused the nomination of Sergeant Pegg on the basis of personnel shortages within the Latrobe Valley.

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Moloney - A/C Thompson Region 1 to be invited onto the Steering Committee to represent all regional interests in the pilot. This supports POSC approval for the pilot.

Action Item:

1. **Moloney to meet with Owen and Tynan - Moloney**
2. **E-mail to be forwarded on behalf of Commander Moloney to A/C Thompson - McWhirter**

Item 4. Training (Item 4 - 16/7/04) Cowlshaw

Cowlshaw - It has been arranged for (Sandy White-O) to attend the [REDACTED] Field Intelligence Course commencing 11-29 October 2004.

Cowlshaw - gave an overview of the "Human Source Management - [REDACTED] training course that was presented 9 August to 13 August 2004. Participants - 19 Crime Department and 1 Regional personnel, there were three that had to withdraw due to work commitments. Evaluation of the course will occur, it was critiqued daily with open discussion and there were two South Australian Police observers. Owen and D/A/Insp. McLean will prepare the evaluation document. The review/evaluation of the course to be provided to the B.O.S. by October 2004, the document to be provided to the S/C for assessment by the 1st meeting in September.

Biggin - Training Dept/Education has abrogated responsibility to produce and develop the course and accreditation in accordance with the Drug Squad Review. There is a suggestion that DTS / Crime Courses Unit will 'step out' of providing training in relation to informer management. The [REDACTED] is targeted at [REDACTED] informer handling, not [REDACTED] informer handling.

Moloney - If the issue of informer training is substantiated, the Chair of the S/C will correspond to the Deputy Commissioner's and the A/C Education to address the issue.

Action Item:

1. **Evaluation document to be provided to the S/C by the 1st meeting in September 2004 for assessment - Owen**
2. **To establish if the Crime Courses Unit will 'step out' of providing informer training - Biggin**

Item 5. Terms of reference (Item 5 - 16/7/04) Cowlshaw / Sandy

The terms of reference were approved by POSC on 4 August 2004.

Item Complete

Item 8. Identification of High Risk Informers (Item 11 - 16/7/04) Cowlshaw / Sandy White-O

Cowlshaw - this is a continuing process in consultation with the IMU and Sandy White-O. Closer to the commencement date the final list of informers will be ratified. The risk matrix process is being used in the selection process.

Moloney - it is not necessary for the S/C to be notified of the identity of the informers unless specific and relevant issues are identified in the handling of the informers.

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Item 9. Evaluation (Item 14 - 16/7/04) Wilson / Cowlshaw

Wilson - D/A/Supt. Willis, SID has been provided details of the S/C recommendation/s from the previous minutes and requested to liaise with CMRD and to negotiate with the Business Planning Unit, OOD to identify the Key Performance Indicators for evaluation. Required by 1 September 2004.

Action Item: Pilot evaluation criteria - D/A/Supt. Willis, SID / Wilson

Item 10. Funding (Item 15 - 16/7/04) Cowlshaw /Sandy

Cowlshaw - Business case tabled. Copy to be provided electronically to all S/C members for consideration. There are no changes to the Gantt chart previously provided on timelines.

Moloney - Responses to the business case to be provided by Monday 16 August 2004. The funding documentation should reflect the necessity to maintain funding beyond the pilot to eventual organisational implementation. The cost implications/projections should be highlighted beyond the 6 month pilot.

Action Item:

1. **Consideration of business case submission - all S/C members**
2. **Business case to reflect funding implications beyond pilot completion - Cowlshaw**
3. **Issue cover sheet to be compiled to accompany the business case for consideration by D/C Nancarrow - to reflect the future cost implications. - McWhirter**

General Business:

The S/C approved the projected commencement date of the pilot as 1 November 2004.

The Police Association will have to be notified of the commencement of the pilot after funding approval has been provided.

ACTION ITEMS REQUIRING FOLLOW UP:

Item 3. Approval of nominated personnel (Item 3 - 16/7/04) Cowlshaw

Action Item:

1. **Moloney to meet with Owen and Tynan - Moloney**
2. **E-mail to be forwarded on behalf of Commander Moloney to A/C Thompson - McWhirter**

Item 4. Training (Item 4 - 16/7/04) Cowlshaw

Action Item:

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Item 9. Evaluation (Item 14 - 16/7/04) Wilson / Cowlshaw

Action Item: Pilot evaluation criteria - D/A/Supt. Willis, SID / Wilson

Item 10. Funding (Item 15 - 16/7/04) Cowlshaw /Sandy
White

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Time and date of next meeting: - 1pm Friday 27 August 2004.

Meeting closed at 3pm.