

One to One Meeting Record

Name:	Steve Bradshaw
Line Manager:	Kevin Ryan
Date of meeting:	7/8/13
One to One period covered:	July/August 13

Celebrate key activities/Understand priorities/Imagine what you need to deliver activities

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Priorities this month –

Programmes – support Ashlie and Mike with the combining of the robbery and burglary programmes
Case progression – Continue to progress new files in a timely fashion recording all activities on the event log.

Hightown – Conduct interview on Kevins behalf

Whitehaven – Help Mike to organise the file to the correct standard and re-submit it.

Torch Visits – See below

CVIT patrol – See below

How you demonstrate our Directorate Behaviours – Care, Challenge, Commit

Progress against objectives	Next milestone
On target	

Areas for development/Support required/Time management	Activity Plan	Progress

Action Points and Line Managers comments

Score for first 3 months is a 3
These can change significantly in the current climate
High number of cases highlighted by JS as taking a long time so ensure that all event logs are fully completed to protect yourself from criticism.
High Etherley – Updates provided for CK

Recognition – From Andrew Daley for the quality of a case file that he quality checked

Fraud case update; (cases causing issues delays etc).

Individuals comments