

# Southampton OCU

## Senior Management Meeting

### Action List

Completed Actions are shown in Green

Outstanding Actions are shown in Red

Decisions or points to note are shown in Blue

No & Date	Agenda No	Action	Action Manager	Comments
<b>29.1.10</b>				
72.	5.2	<b>This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.</b>		
73.	6.1	<b>This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.</b>		
74.	6.2	<ul style="list-style-type: none"> <li>Staff who feel confident to use new PDR format can do so and the old format can also be used at the moment.</li> <li>Expanded briefing to be circulated to Sergeants.</li> </ul>	All Kim Jolley	8.3.10
75.	7.1	<ul style="list-style-type: none"> <li>Patrol policy for PCSOs to be circulated.</li> <li>Produce 'aide memoire' for PCSO visits to victims of crime.</li> <li>Consideration to be given to 2 or 3 events for all 5 OCU PCSOs to include key points from PES. Liaise with PS Hinchey and link in with HR. Ch Supt Greening or Supt Burrows to attend, along with other SMT reps and HR.</li> </ul>	Ch Insp Murray Ch Insp Murray Ch Insp Murray	19.2.10 8.3.10 8.3.10
76.		<ul style="list-style-type: none"> <li>Nominate someone at Bitterne to update Intranet until new MA in post.</li> <li>Request wider editing access for specified staff at each district to update the Intranet on a monthly basis. Advise staff updating Intranet to keep dates 'in date'.</li> </ul>	A/Ch Insp Wicks  Ian Sainsbury	19.2.10 19.2.10
77.		<ul style="list-style-type: none"> <li>New dates for the training cancelled due to bad weather are; 18<sup>th</sup> March and 6<sup>th</sup> April.</li> <li>Create donation for Ordnance Survey chosen charity.</li> </ul>	Ch Insp Murray & Geoff Ward	19.2.10
78.	7.2	Start to plan for creation of formal IAG for whole OCU.	Ch Insp Rowlinson	3.8.10
79.	7.3	Staff consultation from PES sessions to be circulated and SMT to discuss responses.	Ch Insp Murray and All	3.8.10
80.	8.	TKAP lead will be Ch Insp Whiting – Ch Insp Bottomley and Insp Parsons may be able to help with publicity due soon.	Ian Sainsbury	

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81.	9.1	<b>This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.</b> All 19.2.10		
82.	9.2	Contact Ch Insp Boyles re Equality Audit and gap analysis.	Ch Insp Murray	19.2.10
83.	9.3	<ul style="list-style-type: none"> <li>Consideration to be given to Sergeants attending the Inspectors Leadership Day or create separate events.</li> <li>Pass to C/Insp any feedback from Sergeants at frontline training.</li> </ul>	All Ch Insp Murray	19.2.10 19.2.10
84.	12.	<b>This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.</b>		
85.	12.1	Reply to Sue McLean re Rock Challenge attendance.	All	19.2.10
86.	6.	Ch Supt Greening, Supt Burrows and Ch Insp Murray to have meeting on 22.4.10 re Providing Excellent Service, action plans, staff forum etc.		22.4.10
87.	5.	<b>This minute is classified as 'RESTRICTED' and therefore will not form part of the minutes for general circulation.</b>		
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89.	9.	It was agreed by all that the plans for individual SMT offices the fifth floor would remain the same.		
90.	4.	Meeting to discuss resource allocation with Stifun Mittoo arranged for 23.4.10.	All	23.4.10
<b>11.5.10</b>				
91.	4.	Meet with Stifun Mittoo to resolve the inconsistencies in the resource allocation and then update Ch Supt Greening/SMT.	Ch Insp Rowlinson	22.6.10
92.	6.	Responses to Away Day actions to be submitted to Ch Supt Greening.	All	As soon as possible
93.	7.	Helen Pratt's list of posts and changes to be submitted as part of the governance work.	Kim Jolley	22.6.10
94.	8.	Promote 101 to teams.	District Ch Insp	22.6.10