

**Southampton OCU Executive Meeting – Actions List**

Completed Actions are shown in Green  
 Outstanding Actions are shown in Red  
 Decisions are shown blue

Action No & Date	Details of Action / Rationale / Decision	Person Responsible	Review Date / Comment
<b>14.9.09</b>			
101.	Check when first PCSO and PSI PDRs are required.	Kim Jolley	21.9.09 – PDR is required one year after PDP completed. PSI have been taken off the list for the timebeing.
102.	This minute is classified as ‘RESTRICTED’ and therefore will not form part of the minutes for general circulation.		
103.	<ul style="list-style-type: none"> <li>Contact Chief Constable’s office for details of the Roadshow agenda for 22.9.09 to establish whether audience should be people who did not attend last time or open to everyone.</li> <li>Encourage staff to attend Roadshow.</li> </ul>	Emma Apter  Chief Inspectors	21.9.09  21.9.09
104.	Once the new uniform has arrived push for a raise in standards, hat wearing etc.	Chief Inspectors	26.10.09
<b>21.9.09</b>			
105.	Clarify with Stores/Business Services arrangements for distribution of new uniform.	Geoff Ward	28.9.09
106.	Ensure system in place for feedback on football matches to be submitted to SMT/DMM.	A/Ch Insp Stevens	28.9.09
107.	Ensure acting officers are not signing up or routing important applications inappropriately.	Chief Inspectors	28.9.09
108.	Decision – the pilot for changes to the PDR process proposed by Chris Bishop is to be rejected	Ch Supt Greening	28.9.09
109.	Forward paperwork to DCI Pearson re decoration requests from Shirley CID.	Geoff Ward	28.9.09
110.	Try and obtain half the cost for the SP shower bid from HQ. If unsuccessful, bid to be revisited later in the finance year if there is a surplus of money.	Geoff Ward	28.9.09 – extended to 12.10.09
111.	All AD31s are to be submitted to Finance Department to ensure the calculations are correct.		
112.	Speak to Lorraine Jones re improvements to Patrol Sergeants’ office at Shirley.	Ch Insp Murray	28.9.09 – progressing
113.	Obtain feedback from Inspectors re progress of INFRA.	Chief Inspectors	5.10.09
114.	Forward to Ch Supt Greening proposed duty dates for SMT visibility duties over Christmas and New Year ensuring good cover on lates xmas and new year eve and some visibility during the xmas BHs and RDs.	All	12.10.09 – extended to 12.10.09
115.	Forthcoming agenda items: Exec 28.9.09 – Resource Allocation SMT 29.9.09 – Crime Management Review Executive Away Day – 24.11.09		
116.	This minute is classified as ‘RESTRICTED’ and therefore will not form part of the minutes for general circulation.		
117.	People First Programme – the following was agreed: Health & Safety – Ch Insp Scott will lead		

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	Fairness & Equality – to be discussed further with Ch Insp Scipio and Ch Insp Murray Training & Development – Ch Insp Bottomley to continue to lead	Ch Supt Greening	
118.	When reviewing CRTP applications, check the sickness trigger list to ensure the same criteria is followed for everyone.	All	
119.	There was a reminder that Ch Insp Scipio will conduct misconduct hearings for the OCU.	Ch Insp Scipio	
120.	Emma volunteered to give a presentation on social networking sites (Twitter, Bebo etc) on 19 <sup>th</sup> October.	Emma Apter	