

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
12.10.09			
133.	<ul style="list-style-type: none"> • Review Comms support for Neighbourhood Teams' Internet pages and speak to Ch Supt Greening re general management / updating of Intranet. • List of Intranet page editors to be circulated. • Copy Ch Insps into the second NH Team reminder. • Discuss state of 5 OCU Intranet pages with Ch Supt Greening. 	Emma Apter Emma Apter Emma Apter Emma Apter	16.11.09 16.11.09 16.11.09 23.11.09
9.11.09			
137.	Kim Jolley advised that they are focusing on 'Dyslexia' for Disability Week and its promotion across the OCU.	All	16.11.09
140.	Add new build project as a standing agenda item for SMT Meetings.	Sue McLean	16.11.09
141.	Carry out a review of members of staff who currently have essential user status and check they still meet criteria and inform Ch Supt Greening whether they are still supported as an essential user.	All	16.11.09
16.11.09			
142.	Review staff and identify anyone suitable for the Higher Potential Development Scheme.	Chief Inspectors	31.12.09
143.	Business Support at Central will establish and manage a petty cash system up to the value of £20.00.	Geoff Ward	23.11.09