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No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	11.1	16/05/13	People data	Mr Paul Jackson to discuss the available information with Mr Newton and provide a Force view of what information would be best suited to the Authority's requirements with the least burden on the Force.	PJ	05/07/13	BTPA have determined a suite of data which PJ has discussed with LY. Further discussion will be undertaken at PSC as to relevance and approach.
2	11.2	16/05/13	People data	Mr Len Jackson and Mrs Yasin to review the outline report and agree a version with Mr Paul Jackson.	LY	09/07/13	Complete: A meeting took place on 9 July.
3	17.1	16/05/13	HR Restructure	The new HR structure chart to be circulated to the Committee for information	PJ	05/07/13	Complete. The new HR structure was emailed to members on 26.05.13.
4	17.2	16/05/13	October Committee Meeting	The October meeting to take place in Birmingham. The Authority Executive to make the arrangements	LY	23/10/13	Arrangements are being made and will be circulated to Members shortly.
5	17.3	16/05/13	Specials Training	The Force to inform the Authority whether the format of specials training mirrored that in other forces. If it does not to respond to the Committee's concern about deterring potential applicants.	PJ	05/07/13	BTP Specials training reflects that of Home Office forces. The training team are in the process of embellishing this with some leadership training that is presently in the design phase.
6	21.1	16/05/13	Vetting	A report on the vetting issue to be circulated out of committee as soon as possible, explaining the nature and extent of the issues and how they would be resolved.	AL	31/05/13	Complete. T/Chief Supt Moffatt is leading the vetting project. A report will be provided to PSC on 24 July.
7	27.1	16/05/13	Draft Committee Plan	A point to be added covering the monitoring of progress against Independent Police Complaint Commission (IPCC) recommendations.	LY	09/07/13	Complete
8	27.2	16/05/13	Draft Committee Plan	The new Chair and Executive lead to meet in July to finalise the plan once the coverage of the people section has been agreed	LY	09/07/13	Complete: The Chair and LY met on 9 July and agreed the information the Committee should see in the people section. This has been discussed with Mr Jackson and is expected to

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							develop iteratively
9	27.3	16/05/13	Draft Committee Plan	There would be an annual file review, with performance information provided in the interim, including information covering appeals to the Chief Constable and the IPCC. (LY to schedule annual review)	AL	The Quarterly report to include this additional information from the July meeting	Included under para 3.2.9 of PSD quarterly report.
10	41.1	16/05/13	Thematics	The use of efficiency regulations and unsatisfactory performance procedures to be considered as a thematic for the October meeting.	LJ/LY/AL	23/10/13	To be discussed at the July meeting.
11	41.2	16/05/13	Hillsborough	The Force to confirm with the pension management company whether the 14 officers now retired but identified as being involved in the Hillsborough policing operation were still living.	AL	Before the next meeting	Complete. Update included in quarterly report.
12	41.3	16/05/13	Civil claims	PSD to address the arrest issue leading to civil claims within the Force.	AL	Update to the next meeting	A presentation was delivered to SEB in July and arrests/civil claims will be part of an operational skills training package being developed. A verbal update will be provided at the meeting.
13	50.1	16/05/13	HMIC Without Fear or Favour	The Authority to review its response to the report to ensure that it had responded to all of the recommendations.	LY	Update to the next meeting	Complete: A paper went to the Audit and Risk Committee in May 2012 detailing the relevant recommendations and required actions. The actions have been completed including a review of the Corporate Governance and development of a press register and related policies.

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14	57.1	16/05/13	Police Appeal Tribunal Cons	The Committee position was that an Authority Member should be retained on the Police Appeal Tribunal panel. <i>[Afternote: A decision on this has been postponed as a result of further possible changes proposed by the Home Office]</i>	LY	Update to the next meeting	As per the afternote a decision on this has been postponed following further consultation by the Government on the constitution of PATs. The Federation have been informed.
15	57.2	16/05/13	PIRC	The Committee agreed that the Police Investigations and Review Commissioner (PIRC) should be asked to be the investigator for the Authority in cases involving a chief officer in Scotland	LY	Update to the next meeting	A new agreement with the PIRC has been drafted and comments are being made.

Key:

LJ Len Jackson

PJ Paul Jackson

AL Alistair Lawson

LY Lucy Yasin