

No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	8.1	30/04/2014	Quarterly Report – Complaint allegations	T/Chief Superintendent Williams to provide updates when further analysis has been conducted on the complaint allegation categories that have been subject to significant increases i.e. discriminatory behaviour, irregularity in evidence/perjury and other assault.	GW	Next meeting	Complete: LY has been provided with details of supplementary analysis which was conducted following the last PS&C Meeting. No concerning issues were identified by PSD.
2	8.2	30/04/2014	Quarterly Report - Referred cases	T/Chief Superintendent Williams to provide Mr Jackson with a draft letter containing the case details for the case that was referred to IPCC in May 2013 for which a response was still awaited. Mr Jackson to forward letter to IPCC to request an update.	GW	Before the next meeting	Withdrawn: This is no longer required. A verbal update was provided by GW to LJ on 16.07.14 which included a summary of the findings of the relevant case which recently resulted in a Court Inquest.
3	8.3	30/04/2014	Quarterly Report – Upheld appeals	An analysis of the cases in which appeals were upheld by the IPCC to be conducted to identify any trends for learning.	GW	Next meeting	Complete: LJ and LY were provided with a verbal update at a meeting on 16.07.14. Written commentary was also provided to LY following the meeting.
4	8.4	30/04/2014	File Review – Standard letters	Mrs Thomas to assist with a review of the current standard letters.	GW/LY	Before the next meeting	In progress: Mrs Yasin is liaising with Mrs Thomas and Mrs Calvert to set up a meeting to progress this action.
5	8.5	30/04/2014	Quarterly Report	Mrs Yasin to arrange a session with the Analyst to review the report.	LY	Before the next meeting	Complete: LY/FM/AS met on 23 June and amendments sent to Chair for approval
6	20.1	30/04/2014	Work Plan	Members to let Mrs Yasin have any comments on the terms of reference and the Plan no later than Friday 30 May.	Members	30/05/14	Complete: No comments received.

Not Protectively Marked

7		30/04/2014	Fitness testing	Mrs Davis to circulate the equality impact assessment for fitness testing to the Committee.	CD	Before the next meeting	
8		30/04/2014	Hydra Training	Mrs Yasin to send Members the dates for the Hydra Training on fatalities.	LY	Before the next meeting	Complete: Dates sent by email 16/06/14
9		30/04/2014	Compstat	Mrs Yasin to circulate Compstat dates to Members	LY	Before the next meeting	Complete: dates for the 2014/15 business year have been circulated

Key:

GW Gareth Williams
CD Claire Davis

LY Lucy Yasin
LJ Len Jackson