

No.	Para	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	9.1	20.07.2016	Diversity and Inclusion update	BTPA Executive to work with BTP to identify a reporting framework for EDHR matters into the PRC, to show reporting in a business as usual way and reflecting the statutory duty.	SE / BB	27.10.2016	Meeting has taken place – the recommendation to the committee is that for the rest of 2016/17 is establishing the quality of BTP’s victim diversity data (hate crime and other crime types), identifying and where possible addressing the gaps in that data and then using an analysis of that to determine priorities for 2017/18.
2	17.1	20.07.2016	TORs and work plan	Update paragraph 2.1 to state 2016/17, rather than 2015/16.	JN	27.10.2016	Complete. Paragraph 2.1 updated.
3	17.2	20.07.2016	TORs and work plan	PSPs to be included as standing items on a six-monthly basis, rather than thematic items.	JN	27.10.2016	Complete. Work plan updated. PSP overviews proposed as standing items for Q2 and Q4 performance reports
4	17.3	20.07.2016	TORs and work plan	BTPA Executive to consider, as part of its Corporate Governance review work, how the Authority could provide a focus around innovation.	SE	27.10.2016	This suggestion has been passed to the Authority Business Manager for inclusion in the committee review activities as part of the Governance Review Project.
5	17.4	20.07.2016	TORs and work plan	Work plan to be updated to include an item on how BTP performance would look if D Division performance were to be excluded from the performance figures.	JN	27.10.2016	Complete. Work plan updated. Proposed as a thematic item for Q3 PRC meeting.
6	17.5	20.07.2016	TORs and work plan	Member of Authority to be invited to join BTP’s Use of Force Panel.	SE	27.10.2016	Awaiting further details from BTP on meeting dates and coverage before Members are approached as part of the current overall review of BTPA member portfolios). (Likely to be best suited to a member of PRC or P&SC to ensure read across).
7	17.6	20.07.2016	TORs and work plan	Terms of Reference to include an outline of PRC’s quorum.	JN	27.10.2016	Complete. Included at paragraph 2.3

8	32.1	20.07.2016	Annual operational delivery plan	The DCC to look into the delivery of the agreed operational activity plan for the 2016/17 Policing Plan and around the need to deliver the plan for the full Authority.	DCC	27.10.2016	DCC has spoken with Mark Phillips. Quarterly update to be covered in the quarterly performance report, at Agenda Item 3.
9	56.1	20.07.2016	Trespass awareness video	Link to trespass awareness video to be sent to all members and copied to the Authority Chair	DCC	27.10.2016	Complete. Link to You Tube circulated following last meeting.

Key:

- **BB - BTP Diversity and Inclusion Manager**
- **DCC - Deputy Chief Constable**
- **SE - BTPA Strategy and Performance Manager**
- **JN - BTPA Performance Analyst**