

No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	40.2009	15/12/09	Accounts	The NAO to agree a date with the Chief Constable and the Authority for Accounts sign off in early January.	NAO	Date to be agree for Jan	Andrew Clarke to confirm once Janet Angus returns from annual 11 Jan 2010.
2	40.2009	15/12/09	Banking Provider	The Force to bring a further report on the banking changes to the Committee once the changeover had been completed.	SB	Next Meeting	This is included in the DOF&CS update report for 18 March meeting.
3	40.2009	15/12/09	F&CS Review	The Force to bring a report on the F&CS review to the Committee once the work was completed.	SB	Ongoing	This will be a verbal update.
4	41.2009	15/12/09	FLF2 Risks	Members to send any additional comments on the FLF2 risk register to Chief Superintendent Zieminski.	Members	Before the next meeting	Complete
5	41.2009	15/12/09	Risk Mgt	A meeting to be held between the Authority and the Force to review who owns certain risks and discuss setting up quarterly meetings to review risks.	SB/LP	Before the next meeting	Complete: meeting was held on the 26.01.10 at BTP's offices.
6	41.2009	15/12/09	Risk Mgt	The Authority to review its own risk management and arrange four-weekly internal reviews going forward.	LP	Immediate	Actioned first meeting internally 4/2/2010
7	41.2009	15/12/09	Pensions/ Risk Mgt	The pensions valuation to be added as a risk to the Authority risk register.	LP	Immediate	Actioned
8	42.2009	15/12/09	Tadworth	An update on the exit strategy to come to the March Committee meeting.	SB	Next Meeting	This is included in the Update from DOF&CS report at A&CG dated 18.03.10
9	43.2009	15/12/09	TfL Relationship	A Working Group to be established to address the issues.	Sec	Before the next SB&PM meeting	After discussion with the Chair and other Members the London issues have been remitted to the Charging Group where these

							actions will be taken forward
10	43.2009	15/12/09	TfL Relationship	The Working Group to report back to the SB&PM Committee on progress.	Sec	From February SB&PM	After discussion with the Chair and other Members the London issues have been remitted to the Charging Group where these actions will be taken forward
11	43.2009	15/12/09	TfL Relationship	A scoping session to be arranged and terms of reference given to the Working Group.	Sec	Immediate	After discussion with the Chair and other Members the London issues have been remitted to the Charging Group where these actions will be taken forward
12	44.2009	15/12/09	Charging Governance	The list of PSA charges to be presented to the Authority in an anonymised format.	LP	March Authority meeting	Completed
13	44.2009	15/12/09	Charging Governance	A discussion to be had with the Chief Constable about the invoicing arrangements and where these should sit.	PC/CC	Before the next meeting	New governance arrangements have been established. For the longer term following changes in the Accounting Officer role further

							changes will be made basically with the effect of making the Authority responsible for all aspects of raising funding including invoicing albeit that the actual administrative work may be done under an SLA via the police team
14	44.2009	15/12/09	Charging Governance	Table 1b to start with negotiation rather than calculation.	LP	Immediate	Amended and issued
15	45.2009	15/12/09	Business Continuity	Assistant Chief Constable Thomas to provide a verbal update on progress to the next Committee meeting.	ACC ST	Next meeting	A verbal update will be provided by the CC.