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No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	35/2010	21/09/10	Reserves	The term "distributable" to be revised to income and expenditure	DofF&CS	When producing 2010/11 Accounts	Ongoing will be produced in July 2011
2	04/2011	28/03/11	Fraud Policy	The Fraud Policy to include mention of the duplicate payment finder software.	MF	Ahead of document finalisation	Complete
3	05/2011	28/03/11	BTPA Risk Registers	A risk be added regarding the investment risk around the pension schemes.	LP	Before the next meeting	Complete – added 02/06/11
4	05/2011	28/03/11	BTPA Risk Registers	A risk to cover the police staff pensions scheme valuation be added.	LP	Before the next meeting	Complete – added 02/06/11
5	05/2011	28/03/11	BTPA Risk Registers	The BTPA SMT to review the risk regarding a potential challenge to a new charging regime.	LP	Before the next meeting	Complete – added 02/06/11
6	05/2011	28/03/11	BTPA Risk Registers	An update to be provided on progress against the transferability issue between BTP and Home Office 30 year pensions schemes following the Chairman's meeting with the Secretary of State.	LP	Before the next meeting	Updated Paper to be circulated separately
7	06/2011	28/03/11	BTP Risk Register	The commentary at SR55 to be updated to reflect the improvements made in the management of FOIs.	KB	Before the next meeting	The commentary for SR55 has been updated and the risk will be recommended for closure at Risk Committee on 11 May
8	07/2011	28/03/11	Management Assurance Statement	The Bribery Act to be mentioned under the Fraud section on page 5.	KB	Ahead of document finalisation	Specific mention of the Bribery Act was included in the final submission of the MAR to DfT
9	07/2011	28/03/11	Management Assurance Statement	BTPA, BTP, and the auditors to discuss in regards to relevance of the document for BTP with the DfT	AF	Before the next meeting	This will be discussed at the bi-monthly meeting with DfT on 15 June

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10	07/2011	28/03/11	Management Assurance Statement	The document was approved for submission, subject to ensuring that it was as up to date as possible	KB	ASAP	Complete
11	08/2011	28/03/11	Statement on Internal Control	The Committee approved the version of the document attached to the report and the delegation to the Chair of the Audit Committee, Chief Executive and Director of Finance and Corporate Services for approval of the final version.	AF	ASAP	Complete
12	14/2011	28/03/11	L Area Governance	Remit the work streams identified to the Charging Group: <ul style="list-style-type: none"> <li>o Settling L Area issues for the 2010/11 Accounts</li> <li>o Ensuring that an appropriate agreement is in place with LUL for future years</li> </ul>	LP	ASAP	Complete: This work now sits with the Strategy Group as the this has been amalgamated with the Charging Group
13	14/2011	28/03/11	L Area Governance	The disclosure of LUL items going through as "other" rather than core needed to be revisited.	LP/SB	Before the close of Accounts	Complete
14	14/2011	28/03/11	L Area Governance	There was some concern regarding the allocations of core and non-core that the NAO would like more reassurance on.	LP/SB	Before the close of Accounts	Complete Allocation agreed with NAO
15	14/2011	28/03/11	L Area Governance	Assurance be provided from LUL advising that they agreed with the current process.	LP	Before the close of Accounts	Complete Allocation agreed with NAO
16	14/2011	28/03/11	L Area Governance	Report on progress to the May Authority meeting.	LP	26 May	Complete
17	16/2011	28/03/11	Internal Audit Plan	The reason for deferral of audits to be included in the text of the document to make it clear for anyone looking at the document later why this had taken place.	Tribal	Ongoing	An updated version of the Plan has not yet been received to be chased

**Key**

DCC Deputy Chief Constable  
AF Andrew Figgures  
KB Kay Black  
LP Liz Pike  
TH Teresa Hickman  
MF Martin Fry

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