

No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	35.2010	13/05/10	Executive Structure and budget	The Chief Executive to bring a model of the Executive to the Authority designed to meet its requirements for approval in time for the 2011/12 budget discussions	AF	Before September Authority meeting	In progress
2	36.2010	13/05/10	HMIC Report Card	The Force would work closely with the Performance Review Group and then come back to the Authority with a worked up proposal	PZ	Report back to the second July meeting	Complete the report will be submitted to the Authority on the 22 July.
3	44.2010	08.07.10	Chief Constable's Report	A campaign to be coordinated by the Deputy Chief Constable on raising Government awareness of cable theft	DCC	Before September Authority meeting	In progress
4	44.2010	08.07.10	Chief Constable's Report	The Authority and Network Rail to coordinate writing to the appropriate Government officials on cable theft and its impact on the rail industry	AF / RG	Before September Authority meeting	In progress
5	44.2010	08.07.10	Chief Constable's Report	A presentation on cable theft to come to the Authority	DCC	Before September Authority meeting	In progress
6	44.2010	08.07.10	Chief Constable's Report	The Authority to write a follow up letter to DCMS on charging for policing related to licensed premises and football	AF	Before September Authority meeting	In progress
7	45.2010	08.07.10	Chief Executive's Report	A précis of the LEK report to be prepared for Authority Members	AF	Before September Authority meeting	In progress
8	46.2010	08.07.10	Statement of Accounts and	The capital finance work should be	AF/AC	Before September	In progress

			Internal Control	completed with accuracy and urgency.		Authority meeting	
9	46.2010	08.07.10	Statement of Accounts and Internal Control	The Chief Executive, as Accounting Officer, was authorised to sign off the Accounts once the capital finance aspect was dealt with the support of the Chairman or Deputy Chairman	AF	Before September Authority meeting	In progress
10	46.2010	08.07.10	Statement of Accounts and Internal Control	Members to advise on any typographical errors or inaccuracies that they had noted	Members	Before 16/07/10	Completed
11	47.2010	08.07.10	Reserves	Confirmation to be given to Members that it has been right to charge the depreciation for DFT funded projects out to the PSA holders	AF	Before September Authority meeting	In progress
12	47.2010	08.07.10	Reserves	The IFRS Reserve should be subsumed into the Distributable Reserve in 2009/10 accounts	AC	Before accounts completed	Complete
13	47.2010	08.07.10	Reserves	The Distributable Reserve should be a constituent of an Income and Expenditure Reserve	AC	Before accounts completed	Complete
14	47.2010	08.07.10	Reserves	The Contingency Reserve should be sized to reflect the financial impact of risks arising from the operation of the Authority and Force and should be constituent part of the Income and Expenditure Reserve; a causal relationship with BTP and BTPA Strategic risk registers should be demonstrated	AF	Before September Authority meeting	In progress
15	47.2010	08.07.10	Reserves	The surplus in the Capital Financing	AC	Before	In Progress.

				Reserve should be treated in accordance with the guidance once received which has been sought from the Director General Reserves and Estates DfT. This should be a constituent part of the Income and Expenditure Reserve.		accounts complete	Discussions are being held, AC to provide update at meeting
16	47.2010	08.07.10	Reserves	The amount of Working Capital required by the Authority should be determined. Once determined this should be held in the Income and Expenditure Reserve.	AF/AC	Before September Authority meeting	In progress
17	48.2010	08.07.10	Pensions	The Authority to formally approach the Trustee with their proposals on the assumptions underlying the calculation of the Technical Provisions and the form of the Recovery Plan	LP	Before September Authority meeting	In progress
18	48.2010	08.07.10	Pensions	The assumptions used to calculate the Technical Provisions and the form of the Recovery Plan to be agreed between the Authority and the Trustee and certified by the Scheme Actuary	LP	Before September Authority meeting	In progress
19	48.2010	08.07.10	Pensions	The Scheme Actuary to prepare all the final paperwork and certificates, before submitting the valuation results to the Regulator. All documentation needs to be finalised by 31 March 2011. Within this timeframe BTP to build in time to consult the employees on any change in employee contributions.	LP	Before 31/03/11	Ongoing
20	48.2010	08.07.10	Pensions	The benefits of the scheme to be reviewed alongside the Hutton review. A formal response to be made to the	AF	Before December Authority	In progress

				Trustee requesting that they make the changes to the assumptions for calculating the Technical Provisions		Meeting	
21	48.2010	08.07.10	Pensions	Seek the Trustee's view on what level of enhanced returns might be agreeable to them in setting the Recovery Plan	LP	Before September Authority meeting	In progress
22	48.2010	08.07.10	Pensions	Approach the Trustee to provide their views on what an appropriate alternative investment strategy might be and set up a Authority Group to review this.	LP	Before September Authority meeting	In progress
23	49.2010	08.07.10	Groups Terms of Reference	Thematic and Area portfolios to be discussed in September following a consultation.	SE/LB	Before September Authority meeting	In progress
24	49.2010	08.07.10	Diversity Report	The Performance Review Group to conduct a thematic review of the diversity workstream and look at turnover figures.	SE	Performance Plan Meeting to be discussed action 16.07.10	Performance Group has added oversight of diversity, in particular progress against the EDHR strategy. This has now been added on the work plan.
25	49.2010	08.07.10	Diversity Report	The Performance Review Group to monitor the diversity action plan implementation	SE	Ongoing	
26	49.2010	08.07.10	Diversity Report	The Authority would continue to receive regular reports.	HR Director	Ongoing	Ongoing

Key:

CC	Chief Constable
DCC	Deputy Chief Constable
MB	Millie Banerjee
LB	Lucy Barrick
AC	Andrew Clarke
SE	Sam Elvy
AF	Andrew Figgures
LP	Liz Pike
WT	Wendy Towers
PZ	Peter Zieminski
RB	Robin Gisby