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No	Ref	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	26/2011	28/06/11	Fraud and Anti-Corruption Policies	The policies be referred back to the authors to work together to create a coherent policy and address any inaccuracies before coming back to the Committee at a later date.	SE/MF	September Meeting	An interim policy has been published by BTP. BTPA has sent its policy and the Interim BTP policy to its lawyers and Tribal for assurances that both are sufficient.
2	31/2011	20/09/11	Fraud and Anti-Corruption Policies	The fraud policies to be circulated out of committee once finalised.	LB	Once policies finalised	Policies to be attached to the Authority FD Update to the December meeting
3	32/2011	20/09/11	Funding of Riots policing	BTP to submit a claim for funding of the policing of the civil unrest to the DfT by Friday 30 September with a copy to the Authority Finance Director.	SH	ASAP	Complete. A bid for costs totalling £1,588k relating to the public unrest was emailed to DfT on 17.10.11.
4	32/2011	20/09/11	Contingency Fund	BTP to assess the amount of contingency required in order that the Authority could judge whether this could be covered from the reserve.	SH	Report to next meeting	Complete. A paper on this item will be presented to Audit Committee on 06.12.11
5	33/2011	20/09/11	Audit Committee Work Plan	Members to email in any further theme suggestions to Mrs Pike or Mr Foxall.	Members	By 15/11/11	No further suggestions received to date
6	33/2011	20/09/11	Audit Committee Work Plan	A work plan to address the themes was to be developed and agreed before the next meeting.	LP	Next meeting	Complete. Agenda item 4
7	34/2011	20/09/11	Pensions	A note on the 30 year pension scheme transfers would be circulated.	LP	Before the next meeting	In progress
8	35/2011	20/09/11	Disaster Recovery	The back-up site for disaster recovery to come to the Authority for decision.	CC	BTP to confirm which Authority	Complete: Agreed at 2 November BTPA

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						meeting	meeting
9	36/2011	20/09/11	Management Assurance Return	The final version to be circulated offline for approval.	KS	By 31/10/2011	Complete: Circulated 7 November and comments received
10	38/2011	20/09/11	Insurance	BTP to come forward with further thoughts about the current and potential use of self insurance prior to the next meeting	KS	Before the next meeting	BTP follows Government Accounting and makes provision for any specific known liability where the amount and/or timing of the liability is uncertain. BTP provides for the liability when the liability is over £50k and is expected to crystallise within the next 12 months. The Director of Corporate Resources is responsible for the level of provisions.
11	39/2011	20/09/11	Internal Audit	Tribal to use the summary report to help the Committee focus on the key reports at the next meeting that required attention.	AT - Tribal	Next Meeting	Complete
12	39/2011	20/09/11	Internal Audit	The BTPA to designate the head finance post at BTP	AF/FO	ASAP	In progress

Key

CC	Chief Constable	AT	Andrew Townsend	KS	Kay Short
AF	Andrew Figgures	SH	Simon Hart		
LP	Liz Pike	FO	Francesca Okosi		

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