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No	Para	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	19.1	11/12/2014	Scotland	The Authority to be kept informed of the progress of the work in response to the Smith Commission's proposals.	DMC	29 January 2015	The Chief Constable's report (agenda item 3) gives an update on this matter.
2	25.1	25/09/2014	Authority Accommodation	The Authority Chief Executive and the Chief Constable to propose options for the accommodation of the Authority Executive Team; the preference being to move into Force Headquarters at the end of the current office lease.	AF/PC	November 2015	An options paper is being prepared by the Authority. A meeting with the Authority's landlord has been booked for 30 January at the landlord's request. In the meantime the landlord will instruct a surveyor to visit the Authority's offices to provide an indication of any increase to rental costs should the Authority remain in its current premises. The Estates Strategy to include a review of provision for the Authority's offices as part of its review of the Authority's estate.
3	31.1	11/12/2014	Complex Body Recovery	A communication plan to be drawn out to give Authority support for the BTP guidance.	PC/OS	January 2015	Policy and advice circulated to members for review and comment. Communication plan to be developed in February 2015.
4	38.1	11/12/2014	Internal Audit	The Authority to review the existing internal audit arrangements to ensure they are fit for purpose.	AF	January 2015	Internal audit team provide a weekly progress report, with arrangements on track to conclude end of February 2015. A new Audit Manager is in place and will be meeting the Authority Finance Director and Deputy Chair to discuss engagement in 2015.

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5	47.4	11/12/2014	Reserves	A communication plan to be drawn out to put context to the role of reserves at the BTP.	CV/OS	January 2015	The outcomes from the reserves review by PwC are awaited. Please see the Finance Committee report, agenda item 8.
6	47.5	11/12/2014	Budget	A communications plan to be drawn out to communicate budgetary decisions to PSA holders.	CV/OS	January 2015	Letters to PSA holders were sent 19 December 2014. Please see the Finance Committee report, agenda item 8.

Key:

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 AF Andrew Figgures
 PC Paul Crowther
 CV Charlotte Vitty
 OS Orla Sedze

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