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No	Para	Date	Topic	Action/Paper	Owner	Due Date	Outcome
1	27.4	28/03/2017	Estates Strategy	The Estates Strategy to be forwarded to members	SD	ASAP	Deferred: The Estates Strategy to be circulated once the TOM has been completed and an up to date version is available.
2	34.5	28/03/2017	Efficiency	The risks of Scottish devolution to be aligned in the efficiencies table	SD	15 June 2017	Ongoing: This needs to be resolved before consulting the industry on mitigating the impact of devolution and will be completed by March 2018. Work on efficiency has been subsumed by the TOM which will consider the Scottish devolution impact. The risks are not sufficiently mature to align to efficiencies.
3	21.1	15/06/2017	BTPA Budget	The re-forecasted BTPA budget and options for how we set the budget in future to come to the next meeting.	CV	27 September	Complete: This is covered on the agenda at item 6.4.
4	62.3	27/09/2017	Scotland PMO	A jointly funded (£200k in total for BTPA) independent project office with Police Scotland to be implemented.	LB	ASAP	Complete: The independent PMO has been established.
5		27/09/2017	Scotland and cost allocation	BTPA executive team to prepare and issue a consultation letter to affected PSA holders before the next Authority meeting.	YS	ASAP	In progress: In discussion with the DfT.
6	49.2	27/09/2017	TOM	The delivery plan to be circulated once complete and reviewed by the Chief Officer Group.	DCC	No later than Strategy and Planning Committee 23 November	Complete: delivery plan is included within TOM slides.
7	49.3	27/09/2017	TOM	A one pager on the IT investment required	DCC	No later than	Ongoing: A Technology TOM is

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				to deliver TOM to be circulated.		Strategy and Planning Committee 23 November	currently being developed in support of the corporate TOM. Awaiting internal governance processes and intended for listing at Strategy & Planning Committee in February 2018.
8	37.1 37.4	27/09/2017	MTFP	A matured MTFP to come back to the Authority in December as close to 3.2% as possible with a preferred funding option clearly recommended and the presentation style updated to ensure ongoing savings and costs are included in the base budget and only captured separately on the appendix.	AC/YS	Strategy and Planning Committee 23 November	Complete: The MTFP was considered at the S&PC on 23 November and is on the agenda for this meeting.
9	37.2	27/09/2017	MTFP	A dialogue to take place with the industry regarding funding before any final decisions are taken.	CV/CC	Ahead of next meeting	In progress: Nothing above current RPI (3.2%) is being requested. Discussions are taking place with the DfT on the capital grant.
10	37.3	27/09/2017	MTFP	Discussion to take place with the DfT to clarify the position in respect of them being lender of last resort with an undertaking on how quickly any contingency could be transferred.	YS	Ahead of next meeting	In progress: Discussions are underway with the DfT.
11		27/09/2017	Wash up charges	Utilise reserves to reduce funding gap by c.£550k, which is equivalent to the 2016/17 CT underspend. Manage the shortfall of the remaining c.£670k through - <ul style="list-style-type: none"> • Deduction of the c.£540k TfL from 2017/18 refunds (currently calculated at the amount of 	YS	Charges to be notified to PSA holders in December along with provisional charges for 2018/19	In progress: On the agenda for this meeting.

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				<p>£1.1m).</p> <ul style="list-style-type: none"> Charge the c£.130k to the over ground PSA holders as part of the wash up charges. 			
12	21.1	27/09/2017	Staff Survey/Strategy	Evidence of the staff survey results having been considered as an input to the Strategy to be provided to the S&PC.	DCC	Strategy and Planning Committee 28 Feb 2018	In progress: This will be presented to the Strategy and Planning Committee in February.
13	54.1	27/09/2017	Multi-Force Shared Service	<p>The move to a full business case was approved. The full business case to cover:</p> <ul style="list-style-type: none"> assurance on integration with other IT projects, a risk analysis for potential behavioural issues and assurance that the self-service was for the benefit of employees. 	SD	Strategy and Planning Committee February 2018	Ongoing: Dependent on agreeing the schedule for formal consultation, the Full Business Case is intended for listing at Strategy & Planning Committee in February 2018.
14		26/01/2016	Crime Review	One-year review to be reported to the BTPA	CC	June 2018	Not due until 2018

Key:

AC Ally Cook
CC Paul Crowther
SD Simon Downey
SE Samantha Elvy
AP Andrew Pollins
CP Caitlin Pennington
MP Mark Phillips
RS Robin Smith
CV Charlotte Vitty