

PEFORMANCE AND RESOURCE MANAGEMENT COMMITTEE

OUTSTANDING REFERENCES

No.	Meeting Date & Reference	Action	Owner	Status
23/2018/P	23/11/18 Item 7- Internal Audit Update Report Appendix – Format of Schedule of “live” recommendations	In response to comments from Members, the Head of Audit and Risk Management agreed that the format and descriptors used for current internal audit reporting could be amended to enable Members to provide more effective scrutiny.	Chamberlain (Internal Audit)	COMPLETE Details of recommendation implementation for three financial years have been provided to date. Now report focuses on the “live recommendations”.
5/2019/P	6 February 2019 Item 5 – Revenue Budget Monitoring to December 2018	Next and future revenue reporting to include analysis of security of income.	Commissioner of Police	COMPLETE An analysis of security of income is now included in the Budget Monitoring reports.
8/2019/P	6 February 2019 Item 7 – HIMCFRS Inspection Update	Chairman of Police Authority Board to raise pace and frequency of HMICFRS inspections at next HMIC meeting	Town Clerk/ Head of Police Authority	UPDATE AT THE NOVEMBER 2019 MEETING
13/2019/P	6 February 2019 Item 10 – AOB – Internal Audit Update	Internal Audit to be conducted on budget mitigation measures undertaken by the Force.	Internal Audit	IN PROGRESS Key financial controls audit recommendation implementation being monitored. Further audits of Police Transformation Project and

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				Police Funding included within the 2019-20 Internal Audit Plan.
14/2019/P	21 June 2019 Item 3 – Terms of Reference	Terms of reference to be amended to reflect Committee's role on scrutinising Force response to HMICFRS inspections and oversight of Force financial management controls.	Town Clerk	COMPLETE Minutes of the Committee's discussion were submitted to the July 2019 Police Authority Board meeting and the amended terms of reference are included on the agenda.
15/2019/P	21 June 2019 Item 3 – Terms of Reference	Co-Opted vacancy to be advertised to Court of Common Council	Town Clerk	COMPLETE Vacancy advertised to Court of Common Council by email on 18 October 2019 at 3.59pm. Members will be required to appoint the successful candidate at their 15 November 2019 meeting.
16/2019/P	21 June 2019 Item 6 – Internal Audit Update Report	Financial Control issues to be resolved by November 2019	Deputy Chamberlain	UPDATE AT THE NOVEMBER 2019 MEETING
17/2019/P	21 June 2019 Item 6 – Internal Audit Update Report	Interim update on progress on resolving internal audit issues to be provided to Members during August 2019 recess	Internal Audit	RESOLVED Issues addressed in Internal Update report provided at November 2019 meeting.
18/2019/P	21 June 2019 Item 7 – Revenue and Capital Budget Outturn 2018/19	Future report format to provide greater granularity for Members	Chief Operating and Chief Financial Officer	IN PROGRESS Next Outturn report due July 2020 . Projected outturn is included in Budget Monitoring reports.

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19/2019/P	21 June 2019 Item 7 – Revenue and Capital Budget Outturn 2018/19	Short briefing on write-off of aged debt to be circulated outside of the meeting	Financial Services Director	COMPLETE Update on position with regard to aged debt is included in the Q2 Budget Monitoring report on the agenda
20/2019/P	21 June 2019 Item 8 – Budget Monitoring Month 2 2019/20	Revised budget to be submitted to November 2019 meeting	Chief Operating and Chief Financial Officer	COMPLETE Update on budget position is in the Q2 Budget Monitoring Report
21/2019/P	21 June 2019 Item 8 – Budget Monitoring Month 2 2019/20	Future budget monitoring reporting to include more commentary	Chief Operating and Chief Financial Officer	COMPLETE All feedback has been addressed in the Q2 Budget Monitoring report
22/2019/P	21 June 2019 Item 10 – Performance against measures end of year 2018/19 against Policing Plan 2018-20	Members to be briefed on use of SOS Bus from Essex outside of the meeting	Assistant Commissioner	COMPLETE -Update November 2019- A briefing note was sent to the Town Clerk on 28 th October to circulate to Members of this Committee which was completed on Friday 1 st November 2019.