

## AUDIT AND GOVERNANCE COMMITTEE – 6 July 2018

### ACTION PLAN

MINUTE NO.	MATTER	CURRENT STATUS	RAG	TARGET DATE	OWNER
<b><u>Actions arising from meeting held on 12 March 2018:</u></b>					
66	To include training/information on Treasury Management and associated financial information	Financial matters to be discussed at the start of each meeting	<b>A</b>	July 2018 Committee Meeting	JT/AC
67	To organise an all Member briefing to inform Members of emergency planning in the City.	Organised for October 2018	<b>G</b>	Within 21 days of March 2018 Committee Meeting.	JL/LG
67	For the Member Development Working Group to consider including emergency planning/contact details in the induction period for new Members.	Details to be included during induction period	<b>G</b>	July 2018 Committee Meeting.	SB
68	To provide information on why the new post of benefit officer has not been taken up.	This post has now been taken up	<b>G</b>	July 2018 Committee Meeting	JT
68	Circulate how many DHP claims have been refused? Circulate what is and is not classed as income in the DHP assessment?	Complete	<b>G</b>	Prior to July 2018 Committee Meeting	JT
68	Circulate information from other districts on how they are spending their DHP allocation.	Complete	<b>G</b>	Prior to July 2018 Committee Meeting	JT
68	In regards to Gloucester Lottery, to provide the Gambling Commission's report/audit.	Complete	<b>G</b>	July 2018 Committee Meeting	JT

68	In regards to Gloucester Lottery, to check with One Legal whether access to bank statements can be inserted into the contract and what the implication of doing so would be.	One Legal have been consulted	A	July 2018 Committee Meeting	JT
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