

| Action No. | Date of meeting | Action Item Description | Comments | Assigned To | Status | Status | Date |
|------------|-----------------|---|---|---------------|--------|--|------|
| 12 | 26/11/2015 | b) Adoption of Training Plan. | Board members to inform the DPFM of any training completed. | Board Members | Open | | |
| 13 | 26/11/2015 | Pension Administration Strategy. | Board members to provide DPFM with a list of key officers within their organisations to be added to Pension Fund distribution list. | Board Members | Open | | |
| 14 | 22/02/2016 | Compliance with CIPFA audit guidelines. | Chair to write to s.151 officer regarding Administering Authority's compliance with CIPFA audit guidelines. | Billy Webster | Open | Initially with Howard Pearce. Passed to Billy Webster. | |