

APPENDIX A

Number	Date of Committee	Item	Lead	Target Date	Action	Date for action to be brought to GAC.	Completed Date
1.	26 July 23	Annual Corporate Fraud Report 2022-23	Department for Work and Pensions	N/A	That members receive a presentation from the Department for Work and Pensions (DWP).	To be determined	ACTIONED – DWP contacted to arrange a presentation. An update will be shared with Members.
2.	9 Nov 23	Capital Programme – Governance Issues	The Chief Officer – Finance, Performance and Change/ Head of RIAS	Apr 24	The Regional Internal Audit Service (RIAS) to conduct an audit of good governance and will include the Capital Board.	Apr 24	ACTIONED - This will commence in Q4.
3.	9 Nov 23	School Vehicles	Head of RIAS/ Director of Education	Jan 24	The Head of RIAS undertook to obtain and share the letter sent by the Corporate Director - Education and Family Support to relevant schools. To invite the Corporate Director - Education and Family Support to the next meeting of the Committee to discuss the issues raised.	Q3 Apr 24	ACTIONED - The letter was circulated to Members 4 Mar 24. ACTIONED – The Corporate Director is unable to attend the April meeting but sent a response for Members. This will be shared with Members.
4.	9 Nov 23	Local Transport Strategy	Corporate Director - Communities	N/A	A Member requested a written response on progress against the 2015 plan.	To be determined	ACTIONED - An update will be shared with Members.
5.	9 Nov 23	Complaints: Handling Difficult Situations	Democratic Services Manager	N/A	That Councillors could need additional guidance on handling potentially challenging situations involving constituents in respect of the complaints process.	Apr 24	ACTIONED - Response by the Democratic Services Manager. This will be shared with Members.
6.	9 Nov 23	Complaints Process	Head of RIAS	N/A	There was a need to ensure the complaints process was working as it should be and that the Regional Internal Audit Service (RIAS) would consider building a review into its work programme for 2024-25.	2024-25	ACTIONED – This will be considered as part of the 2024/25 audit planning process.
7.	9 Nov 23	Appointment of a Lay Member	The Chief Officer – Finance, Performance and Change/ Head of RIAS	N/A	To recruit a lay member to fill the outstanding position.	Apr 24	ACTIONED - The recruitment process to appoint a lay member to fill the outstanding position is underway.
8.	25 Jan 24	Referrals from GAC to Scrutiny Committees	Senior Democratic Services Officer - Scrutiny	N/A	That the Committee receive a short report every six months as to what has happened in terms of the Scrutiny process of referred items.	2024-25	ACTIONED – This has been discussed and agreed by officers.

9.	25 Jan 24	Audited Statement of Accounts 2022-23	Group Manager - Chief Accountant	Apr 24	That a 'lessons learned' report be presented to the next meeting of the Committee.	Apr 24	ACTIONED – A 'lessons learned' report circulated as part the Agenda for the Apr 24 meeting.
10.	25 Jan 24	Cyber Security	Chief Officer - Finance, Housing & Change	Apr 24	That the issue of Cyber Security would be considered at the next meeting of the Committee.	Apr 24	ACTIONED – A report has been circulated as part the Agenda for the Apr 24 meeting.