

APPENDIX A

Number	Date of Committee	Item	Lead	Target Date	Action	Date for action to be brought to GAC.	Response
1.	18 Apr 24	Internal Audit Recommendation Monitoring	Head of RIAS/ Chief Officer - Finance, Housing & Change	Jun 24	The need for the responses and action plans from service managers and directors, where audit reviews identified control issues which meant that only <i>Limited Assurance</i> could be provided, to be brought to the next meeting of the Committee.	Jul 24	ACTIONED - The responses and action plans from service managers and directors will be brought to the meeting of GAC on 19 July 2024.
2.	9 Nov 23	Appointment of a Lay Member	Chief Officer - Finance, Housing & Change/ Head of RIAS	N/A	To recruit a lay member to fill the outstanding position.	Jul 24	ACTIONED - The recruitment process to appoint a lay member to fill the outstanding position is in its final stages, with interviews on 12 July 2024.
3.	6 Jun 24	Regional Internal Audit Service Charter 2024-25	Head of RIAS	Jul 24	As there have been new members on the Committee in recent months and a new lay member appointed shortly, a training session/ workshop will be developed. This will be based around the completed self-assessment of skills and knowledge responses previously circulated by Internal Audit and aspects of the induction session previously delivered.	Jul 24	ACTIONED - The self-assessment of skills and knowledge questionnaire was sent to new members of the committee on 4 July 2024, and the training session/ workshop will be scheduled in September 2024.
4.	6 Jun 24	Forward Work Programme 2024-25	Chief Officer - Finance, Housing & Change/ Group Manager – Chief Accountant		To identify opportunities to deepen Members' understanding of areas of concern, such as Treasury Management.	Jul 24	ACTIONED – A guide to Treasury Management was circulated to Members on 26 June 2024.
5.	6 Jun 24	Audit Wales	Chief Executive/ Chief Officer - Finance, Housing & Change	Jun 24	The need for additional briefings to allow Members to keep up with key developments and lessons (in particular, those at an all-Wales level) identified and reported on by Audit Wales.	Sept 24	ACTIONED - The Chief Officer – Finance, Housing and Change approached Audit Wales to discuss this issue. It was proposed, as a first step, that a representative of Audit Wales attend the training session/ workshop discussed in Item 3. It has been proposed that a further discussion take place at the next liaison meeting to see what they may be able to do going forward.
6.	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.