

Appendix 4 – Response from the Head of Support Services and Transformation relating to Report No.8

To: Governance and Audit Committee

From: Head of Support Services and Transformation

Subject: Internal Audit Report No 8 – Mandatory Training Management Information Service and Data Unit

All of the recommendations made within the Internal Audit report have been agreed and accepted.

My accountable managers have given me assurances that their teams will undertake the mandatory training in line with the timescales agreed with the Auditor. The mandatory training required to be undertaken has been commenced.

When training has been completed it has been agreed that managers will collate the information and reminders will be issued to staff when refresher training is due.

Rhiannon Crowhurst  
Head of Support Services and Transformation