

DRAFT ANNUAL GOVERNANCE STATEMENT 2017/18- ACTION PLAN

Item	Governance Point Raised In Annual Governance Statement	Proposed Action	Owner	Comments/ Implementation Deadline
1.	<u>Implement on-going actions from previous Action Plans</u>	To communicate and raise staff awareness of information management policies and implement a programme of refresher training on information security/data protection for staff and members.	Information Management Group/CO:HR	31March 2018
		Continue to take a proactive approach to counter fraud and whistle blowing, promoting the Council's policies and focussing internal audit activity on areas of high risk.	Head of Audit and Risk Management/ Borough Treasurer/ Borough Solicitor	31March 2018
		Keep Corporate Business Continuity Management Plan updated and communicate this cross Council	Borough Treasurer and Emergency Planning Officer	December 2017.
2.	<u>Undertake review of Councillor Code of Conduct</u>	Review by Standards Framework Working Group of the efficacy of retaining current requirements in Code of Conduct relating to the registration and disclosure of Affected Interests and the use of social media	Borough Solicitor	January 2018
3.	<u>Preparation for Implementation of General Data Protection Requirement</u>	To undertake a gap analysis review of existing Data Protection Act measures, against the new [EU] General Data Protection Regulations which are due to come into effect May 2018 and to take remedial action if necessary.	Borough Solicitor	January 2018