

ANNUAL GOVERNANCE STATEMENT 2014-15 ACTION PLAN

Appendix 2

Item	Governance Point Raised In Annual Governance Statement	Proposed Action	Owner	Comments/ Implementation Deadline	Update
1.	<u>Implement on-going actions from previous Action Plans</u>	<p>To communicate and raise staff awareness of information management policies.</p> <p>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.</p>	<p>Information Management Group</p> <p>Head of Audit and Risk Management and Borough Treasurer</p>	<p>31 March 2015</p> <p>31 March 2015</p>	<p>Programme of communication and training throughout 2014/15.</p> <ul style="list-style-type: none"> • SPD data matching in Revenues, all audits including specific objectives on fraud controls, specific probity audits around higher risk areas (e.g. cash spot checks at leisure sites), fraud health check checklist circulated to all schools, promoted at Bursars meeting and further promoted at all school audits carried out during 2014/15. • Anti Fraud and Corruption Policy and Anti Money Laundering Policy updated and re-issued April 2014 • During quarter 4 explored options for consultants to assist with assessing fraud risks and developing fraud response plan. Consultant appointed after the year end to carry out this work. • Participated in 2 successful bids for counter fraud funding with Reading BC and Pendle BC for data matching and

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		Keep Corporate Business Continuity Management Plan updated.	Borough Treasurer and Emergency Planning Officer	31 March 2015	Council Tax Reduction counter fraud work. Currently trying to see how these can be taken forward at BFC Business Continuity Plan refreshed and re-issued in December 2014
2.	<u>Implement the requirements of the revised Data Transparency Code</u> CLG have issued notice of their intention to include additional requirements in the Data Transparency Code	Update Council's web-site to comply with additional requirements	Borough Solicitor	As required by DCLG	DCLG Guidance issued in April 2015. No significant immediate changes required to data published.
3.	<u>Review CIPFA guidance on Audit Committee</u>	Present report to Governance and Audit Committee	Borough Treasurer	31 March 2015	Report going to the Governance and Audit Committee on 24 June 2015.