

**SOUTH SOMERSET DISTRICT COUNCIL
ANNUAL GOVERNANCE STATEMENT**

2013/14 ACTION PLAN

No	Action	Responsible Officer	Current Status
1	A refresh of the Procurement Procedure Rules to clarify Equalities responsibilities and include Internal Audit recommendations.	Gary Russ	Equalities guidance has been approved through the Equalities Steering Group. The PPR's have been updated and will be reviewed through the Audit Committee by December 2013.
2.	A refresh of the Risk Management Strategy and reporting risk management regularly to Management Board and Audit Committee .	Gary Russ	Reports have been made to both MB and the Audit Committee in this financial year. The refresh of the Risk Management Strategy will take place later this year
3.	Retender the cash collection contract by September 2013.	Amanda Card/ Gary Russ/ Garry Green	The retender is currently underway.
4.	Review General Account reconciliations as part of implementation of the Cash Receipting System	Amanda Card	The Cash Receipting System will "go live" on the 1 st December. Reconciliations will be reviewed as part of that implementation
5.	Complete the Fraud and Data Strategy to link all anti-fraud work.	Lynda Creek	2nd draft of Strategy being finalised and will then go for consultation before going through the adoption route via committee.