

Corporate Risk and Procurement Service Plan 2014/15

Action Plan						Connections	
Action Code	ACTION	What role will the service play? (Please click in the cell to select the relevant role by clicking on the drop down arrow)	Description (Target, Outcome, Critical Success Factors and Environmental Impacts)	Due Date	Lead Officer	If the action impacts on another service in terms of support/input, please specify below:	Links to partnership wide agendas: - Community Strategy - Health and Wellbeing
Corporate Priority: People Strapline: Fair and accessible services for those who use them and opportunities for everyone to contribute							
Deliver strong and relevant services							
14-CRP01	To strengthen the Council's counter-fraud and investigation arrangements	Enabler Influencer	Target: To understand the possible impact of the proposed Single Fraud Investigation Service (SFIS) on the Council's counter fraud capacity to tackle non-benefit fraud moving forward. Outcome: Strong counter-fraud arrangements in place. Critical Success Factors: Support from other services and the Shared Internal Audit Service. Environmental Impacts: N/A	31 March 2015	Manager of Corporate Risk	Input is required from Revenues & Benefits Service & SIAS.	None
14-CRP02	Production of a corporate land inspection policy.	Enabler Influencer	Target: Production of a policy ensuring compliance with legislation, common law expectations and best practice, but also Council resources. Outcome: A policy that a Court will hopefully consider reasonable followed by compliance checks across the teams that manage land. Critical Success Factors: Support from other services. Environmental Impacts: Improved management of land and reduction of serious risk	30 September 2014	Manager of Corporate Risk/ Risk Assurance Officer	Input is required from many areas of the Council	None
Corporate Priority: Prosperity Strapline: Improving the economic and social opportunities available to our communities							
Deliver value for money and reduce our reliance on central government funding							
14-CRP03	Making best use of different Procurement models	Enabler Influencer	Target: Ensure that adequate flexibility exists within Procurement processes and that staff are aware of all procurement options. Providing assistance to SME's with procurement initiatives. Review of Procurement Regulations and Procurement Strategy. Ensure tools are in place for appropriate spend analysis. Review future options for use of purchase cards and petty cash. Outcome: All Procurement Regulations updated and in line with EU directives. Procurement Strategy and awareness training initiatives in place. Effective spend analysis tools in place. Critical Success Factors: Support from other services Environmental Impacts: Sustainability, including whole life-costing. Greater opportunity for electronic working.	31 March 2015	Manager of Corporate Risk/ Procurement Officer	Input is required from many areas of the Council	None
14-CRP04	Undertake health and safety audits and spot check highest risk services.	Enabler Influencer	Target: Comprehensive review of health and safety management of major contractors and services, i.e. leisure, grounds maintenance, refuse and facilities management. Outcome: Assurance that health and safety risks are managed appropriately. Critical Success Factors: Support from other services. Environmental Impacts: Requirement to consider environmental criteria as included in Health & Safety Policy and risk assessment processes.	31 March 2015	Manager of Corporate Risk/ Risk Assurance Officer	Input is required from many areas of the Council	None