

**WAVERLEY BOROUGH COUNCIL**  
**AUDIT COMMITTEE – 19 NOVEMBER 2014**

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**Title:**

**REVISED GOVERNANCE POLICIES**

**[Wards Affected: All]**

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**Summary and purpose:**

To obtain Committee endorsement of the revised policies enabling these to be published on the website and cascaded to all members of staff, members, partners, the Council's suppliers, thus reinforcing Waverley's stance of zero tolerance to Fraud, Corruption and Bribery.

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**How this report relates to the Council's Corporate Priorities:**

Internal audit work and other fraud initiatives contribute to the safeguarding of assets against loss and waste.

**Equality and Diversity Implications:**

There are no direct equality and diversity implications, although some audit recommendations may individually concern equalities and diversity.

**Resource/Value for Money implications:**

Internal audit work helps management in achieving good value for money and individual recommendations may have value for money implications.

**Legal Implications:**

There are direct legal implications, the Council could incur financial loss if we fail to implement and cascade "adequate procedures" to prevent fraud, corruption and bribery as well as keeping abreast of new initiatives reassessing our processes against suggested best practice. By having "adequate procedures" in place this may support a credible defence against any possible prosecution action against the Council.

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**Introduction**

1. The policies in Annexe 1, 2, 3 & 4 require revision as part of the scheduled cyclical review, to reflect in changes in legislation, organisational restructure affecting job titles and positions:-
  - a) Annexe 1 Whistleblowing Policy (Agreed by Staffside on 16/10/14)
  - b) Annexe 2 Corporate Anti-Fraud Corruption and Bribery Policy
  - c) Annexe 3 Prosecution Policy
  - d) Annexe 4 Anti-money Laundering Policy and Guidance

## **Findings**

2. Due to the comprehensive nature of the policies and procedures already in place, only minor changes are required to reflect changes in job titles, new laws etc. It is proposed that these policies will continually be review annually by each officer and where necessary endorsed by the Audit Committee on a biannual basis. Officers will cascade these policies throughout the authority and provide these to suppliers, contractors and subcontractors.

## **Conclusion**

3. The changes made to these policies will ensure that staff and those with whom we conduct business with are aware of theses policies.

## **Recommendation**

It is recommended that the Committee

1. recommends to Council the revised policies set out in Annexe 1, 2, 3 and 4; and
2. agrees that officers cascade and publicise these documents to all staff.

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## **Background Papers**

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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