

## ACTION PLAN 2014/15

An action plan to improve further the authority's arrangements for countering fraud and corruption is set out below

ACTIONS	RESPONSIBILITY	TIMESCALE
<b>OBJECTIVE: Undertake all assignments in the 2014/2015 Audit Plan and any investigations required</b>		
Complete all audit assignments set out in the annual Audit Plan with objectives to include the assessment of fraud prevention controls and the identification of fraud where it exists.	Audit and Risk Manager	March 2015
Carry out fraud and irregularity investigations as and when they occur with reporting to committee of the circumstances and the outcome if necessary. Report to committee if the scale of the fraud impacts on the Audit Plan and the measures to address any shortfall.	Audit and Risk Manager	As required
Compile a Fraud Response Plan for use in the investigation of suspected fraud and corruption cases.	Audit and Risk Manager	December 2014
Report outcome of audit assignments to Finance & Audit Scrutiny Committee.	Audit and Risk Manager	Quarterly
<b>OBJECTIVE: Promote fraud awareness within the Council</b>		
Issue fraud awareness reminders for members, managers, staff and agency staff.	Audit and Risk Manager	December 2014
Issue a reminder of the option to invoke the council's Whistleblowing policy and procedure.	Audit and Risk Manager	December 2014

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Continue to run Anti Fraud and Corruption sessions as part of the corporate induction programme.	Audit and Risk Manager	Throughout the year
Revise, if necessary, relaunch and restock the "Don't Turn A Blind Eye" leaflet which encourages staff and the public to report any suspicions of fraud and corruption.	Audit and Risk Manager	December 2014
Publicise details of new types of fraud received or identified.	Audit and Risk Manager	Throughout the year
<b>OBJECTIVE: Participate in data exchange and research initiatives</b>		
Provide data to the National Fraud Initiative (NFI) and respond to referrals received as a result.	Audit and Risk Manager	February 2015
Present a report to Finance and Audit Scrutiny on the outcome of the NFI exercise.	Audit and Risk Manager	October 2014
Complete the Audit Commission Fraud and Corruption survey.	Audit and Risk Manager	May 2015
<b>OBJECTIVE: Ensure Internal Audit staff remain aware of best practice and new developments</b>		
Arrange for attendance of Internal Audit staff at appropriate training events and professional networking groups.	Audit and Risk Manager	Throughout the year
Arrange to run workshops for Internal Audit staff on investigative practice having successfully completed the CIPFA Certificate in Investigate Practice.	Audit and Risk Manager	Throughout the year

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<b>OBJECTIVE: Review Strategy and Action Plan</b>		
Review the currency of the Anti Fraud and Corruption Strategy annually and report to Members.	Audit and Risk Manager	May 2015
Review any CIPFA and Audit Commission guidance on fraud and corruption issued during the year and consider if any of the recommendations impact on WDC's fraud prevention procedures or the policy and strategy.	Audit and Risk Manager	As received
Present an annual report recording progress against the Action Plan together with a revised Action Plan.	Audit and Risk Manager	July 2015