

## ANTI FRAUD &amp; CORRUPTION ACTION PLAN 2017/18

## Action Plan to Improve Further the Authority's Arrangements for Countering Fraud and Corruption

ACTIONS	RESPONSIBILITY	TIMESCALE
<b>OBJECTIVE: Undertake all assignments in the 2017/2018 Audit Plan and any investigations required</b>		
Complete all of the audits contained in the annual Audit Plan approved by members in April 2017. The scope and objectives of the audits will include an assessment of the controls that indirectly assist in fraud prevention and detection.	Audit and Risk Manager	March 2018.
Investigate any fraud or irregularity cases uncovered or referred to Internal Audit. If there are grounds for an investigation report the circumstances, the approach adopted and the outcome to members. Assess the resource implications of any investigations on the Audit Plan and report to Finance & Audit if a shortfall is identified listing the possible options.	Audit and Risk Manager	As required.
Report the outcome of all completed audit assignments together with the management responses to any recommendations in the action plan to Finance & Audit Scrutiny Committee.	Audit and Risk Manager	Quarterly.
<b>OBJECTIVE: Promote fraud awareness within the Council</b>		
Post a notice on the council's Intranet as a reminder of the ever present threat of fraud and how to invoke the council's Whistleblowing Policy and Procedure.	Audit and Risk Manager	September 2017.
Post a notice reminding staff of the council's Money Laundering rules and the implications of the Bribery Act.	Audit and Risk Manager	February 2018.

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Continue to attend the council's corporate induction programme to provide fraud awareness sessions.	Audit and Risk Manager	Throughout the year.
Circulate details of any frauds attempted against the council as they occur and details of any potential new fraudulent activity received.	Audit and Risk Manager	Throughout the year.
Review the use and benefits of the council's confidential reporting service "In Touch".	Audit and Risk Manager	September 2017.
<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 2018.
Present a report to Finance and Audit Scrutiny on the outcome of the NFI exercise.	Audit and Risk Manager	October 2017.
Complete any appropriate surveys of fraudulent activity in local government undertaken by the recognised professional and government bodies.	Audit and Risk Manager	As received.
<b>OBJECTIVE: Enable public reporting of suspected fraud or corruption</b>		
Review the Fraud pages on the WDC website and revise and update if necessary.	Audit and Risk Manager	November 2017

ACTIONS	RESPONSIBILITY	TIMESCALE
<b>OBJECTIVE: Ensure Internal Audit staff remain aware of best practice and new developments</b>		
Arrange for members of the Audit Team to attend any appropriate and affordable training events and to attend the Warwickshire and Midlands professional networking groups.	Audit and Risk Manager	Throughout the year.
Arrange to run workshops for the Internal Audit staff on investigative practice following the successful completion of the CIPFA Certificate in Investigate Practice.	Audit and Risk Manager	Throughout the year.
<b>OBJECTIVE: Review Strategy and Action Plan</b>		
Review the content, currency and format of the Anti-Fraud and Corruption Strategy.	Audit and Risk Manager	January 2018.
Review any CIPFA or other relevant bodies' guidance on fraud and corruption issued during the year and consider if any of the recommendations require changes to WDC's fraud prevention procedures or the policy and strategy.	Audit and Risk Manager	As received.
Present an annual report to Finance and Audit Scrutiny Committee recording progress against the Action Plan together with a revised Action Plan.	Audit and Risk Manager	July 2018.