

## REVIEW OF PROGRESS IN ACHIEVING ACTION PLAN 2008/09

ACTIONS	RESPONSIBILITY	TIMESCALE	REVIEW OF PROGRESS
<b>OBJECTIVE: State publicly the Council's stance on fraud and corruption</b>			
<p>Compile details of all Council produced leaflets, application forms and other documents and arrange for the approved statement to be included where appropriate.</p> <p>(The approved statement is: The Council is firmly opposed to fraud and corruption of any kind and will take all reasonable steps to prevent and detect it. Any information or documentation that is supplied to the Council such as applications, registrations, claims or correspondence may be used for that purpose.)</p>	Audit and Risk Manager	September 2008	<p>The approved statement has been posted on two pages on the Council's website namely "Forms" and "Apply for it or request it". They are both well used and relate directly to people making applications etc.</p> <p>A similar statement already appears on all hackney carriage / private hire applications and claims for Housing and Council Tax Benefit.</p> <p>Other suitable areas will be explored in 2009/2010.</p>
Publicise and distribute the Anti Fraud and Corruption leaflet to staff and members of the public using all available means.	Audit and Risk Manager	September 2008	<p>The leaflet was issued to all WDC members, the Town and Parish Councils and members of the Standards Committee.</p> <p>It was publicised to staff via the Intranet and it is issued to all new staff as part of their induction.</p> <p>It is available in leaflet racks in all of the Council's main offices, joint one stop shops and in the main libraries.</p> <p>It is also available on the WDC website.</p>

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<b>OBJECTIVE: Develop fraud and corruption training</b>			
Establish the need for training for managers and those staff involved with internal control systems and delivery of that training by appropriate manner.	Audit and Risk Manager	March 2009	It was evident from enquiries made with other Midlands authorities that they all either provide no training or struggle in deciding how to deliver it. On reflection the word “training” may be somewhat inappropriate and the phrase “raising awareness” may be better. An on-line option was identified but it came with a £6,000 price tag.  An in-house solution will be developed and delivered during 2009/2010.
Assess content of Members’ training programme.	Audit and Risk Manager	March 2009	
<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	Annually	The strategy has been reviewed to ensure that it remains relevant given the Council’s current structure and methods of operation. No changes are considered necessary at this review.
As part of the review, benchmark the Strategy against other publicly available examples.	Audit and Risk Manager	Annually	A sample of 15 other strategies was selected at random from the internet together with those of the other five Warwickshire authorities.  Whilst there is some variation in terms of length and level of detail, they are all fairly similar in terms of content and they all cover the same areas as the WDC strategy. There were no serious omissions identified.
Present an annual report recording progress against the Action Plan together with a revised Action Plan.	Audit and Risk Manager	Annually	Undertaken as part of this report.