

ACTION PLAN – June 2023

From checklist under the ‘Fighting Fraud and Corruption Locally’ publication

Checklist identifier number	Action	Additional information	Responsibility	Target date for completion
4 12 15	Establish which portfolio holder will have fraud within their remit	That portfolio holder will need to be updated regularly by management/fraud lead	Director of Resources	June 2023
7 10, 11 17 19 35	Identify a lead officer to produce an annual summary report on activity, success and future plans as to counter-fraud. [This should include consideration of the “Fighting Fraud and Corruption Locally” checklist annually and regular action plan review and assessment, risks, horizon scanning of future risks, and resource allocation and fraud statistics]	Currently there is some outline information on counter-fraud in the Monitoring Officer’s annual report	Director of Resources	September 2023
8	Members, audit committees and portfolio leads to be made aware of counter fraud activity and to be able to access anti-fraud training.	Lead officer to be identified to prepare an annual summary report as at ‘7’ above	Director of Resources	September 2023
		Arrangements are currently underway to provide anti-fraud training to all officers and Members online – “fighting fraud in Local Government”. LGA anti-fraud awareness information to be added to the intranet	HR	June 2023
		Monitoring Officer to continue to comment on counter fraud issues in annual Monitoring Officer report	MO	Ongoing
9	Consideration of recruitment of a fraud officer who in addition to anti-fraud tasks, could produce reports to relevant committees	CLT has previously considered whether it was necessary to recruit a dedicated fraud officer, with reference to loss prevention and recovery	CLT	September 2023

		versus relative risk and benefit. At this time funding such a resource is not considered to be appropriate expenditure. This is to be reviewed.		
16	Review Fraud Risk Assessment 2022/23		CLT	September 2023
18	Annual report to the audit committee, or equivalent detailed assessment, to compare against FFCL 2020 and this checklist.		AD (Finance Assets Legal currently undertaking the 2023 checklist)	
47	The counter fraud team has access to the FFCL regional network.	Whilst we currently have no counter fraud team, the Revenues team may benefit from such access – to make enquiries as to whether this can be arranged.	Revenues Manager	September 2023
51	Weaknesses revealed by instances of proven fraud and corruption are scrutinised carefully and fed back to departments to fraud-proof systems.	Whilst this may happen in the specific departments, there should be a central reporting to the s.151 officer or any identified fraud lead. Any incidences of fraud or breach of procedures which are capable of permitting fraudulent activity, even where no fraud has actually occurred, should be reported to the MO.	s.151 officer MO	September 2023 and ongoing