

25 July 2018**Agenda Item: 10****REPORT OF SERVICE DIRECTOR, FINANCE, PROCUREMENT &
IMPROVEMENT****FRAUD RESPONSE PLAN****Purpose of the Report**

1. To propose a refreshed version of the Council's Fraud Response Plan.

Information

2. Under the Council's approved policy and strategy for countering fraud and corruption, a Fraud Response Plan is maintained to guide staff and stakeholders in the actions to be taken whenever genuine concerns arise. It is good practice to review the Plan periodically, to ensure it remains up to date and fit for purpose.
3. The Internal Audit Team benefits from the experience and knowledge of its CIPFA accredited fraud lead. He has reviewed the current Plan and, whilst concluding that it is fundamentally sound, relatively minor updates are proposed to take account of the following:
 - Developments over the past year to improve liaison with Nottinghamshire Police, through the establishment of a Single Point of Contact (SPOC).
 - Updates for changes in key staffing postholders
 - Miscellaneous amendments to wording to more fully reflect best practice in counter-fraud approaches.
4. Once approved, the refreshed Fraud Response Plan will be launched within the Council through the established communications channel for staff, Team Talk. The article will highlight a number of counter-fraud messages, with links to the following:
 - a) The Annual Fraud Report, which was presented to the Governance & Ethics Committee in June 2018.
 - b) A short, counter-fraud e-learning course, which has been developed jointly by Internal Audit and Human Resources.
 - c) The refreshed Fraud Response Plan, to provide guidance for staff should they come across suspicions that a fraud is taking place.

5. The updated Plan will also be posted on the Council's public website and advice taken from the Communications Team on the most appropriate means of bringing it to the attention of the wider public.

Other Options Considered

6. No other options were considered, as it is considered best practice to keep the Fraud Response Plan up to date.

Reason/s for Recommendation/s

7. To agree required changes to the Fraud Response Plan prior to its promotion within the Council, and to the wider public, so that any suspicions can be raised in line with the agreed procedures.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Use/delete the following headings as appropriate – font size unchanged:-

Crime and Disorder Implications

The Council relies on the vigilance of staff and other stakeholders to bring potentially criminal acts to its attention for appropriate and prompt investigation.

Data Protection and Information Governance

Data and information collected in the reporting and investigation of suspected fraud is handled in accordance with the requirements of the General Data Protection Regulations. Information assets of this nature are recognised within Internal Audit's Information Asset Register.

Financial Implications

Any amounts lost to fraud is money that cannot be spent on the delivery of essential services to Nottinghamshire residents. By taking pro-active measures to minimise fraud losses, the Council will be in a better financial position to maximise the extent of services it is able to deliver.

Human Resources Implications

The Fraud Response Plan is designed to apply the Council's zero-tolerance approach to fraud, therefore all staff should be aware that strong actions will be taken where suspected cases are proven.

RECOMMENDATION/S

- 1) Members approve the refreshed Fraud Response Plan.

Nigel Stevenson

Service Director – Finance, Procurement & Improvement

For any enquiries about this report please contact:

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Constitutional Comments (SLB 12/07/18)

9. Governance and Ethics Committee is the appropriate body to consider the content of this report.

Financial Comments (SES 13/07/18)

10. There are no specific financial implications arising directly from this report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

Electoral Division(s) and Member(s) Affected

- All