

Department / Area	Task	Member update
Corporate / Strategy	Delivery of two reports for Audit (and Risk) Committee	April / October
Corporate / Strategy	RIPA Coordinator Role - Review of Policies / annual report to Members / advisory role for staff	Update April 2018
Corporate / Strategy	Serious and Organised Crime: Coordination of the provision of work for Gloucestershire Constabulary	Meeting to be arranged with Crimestoppers, CDC Officers and Police Force Leads
Corporate / Strategy	Completion and follow up of Home Office Serious and Organised Crime Checklist	Draft issued, revisions pending for presentation to Corporate Management Team
Corporate / Strategy	Completion of Home Office Bribery and Corruption Assessment Template	Q3
Housing	Review of supported living services / care in rented accommodation	-
HR	Drafting / consultation / implementation of HR / CFU Internal Investigation Protocol	Draft issued to HR
ICT / Revenues and Housing	Earthlight / GIS Support: Rate Avoidance / Council Tax Evasion	Ongoing as required
Planning	Waterpark review	Report to Planning and Legal for consideration
Planning, Heritage and ERS	Enforcement Officer training	Commenced
Policy	Drafting / consultation / adoption of Corporate Enforcement Policy	Draft issued, consultation period, forward plan January 2019
Policy	Drafting / consultation / adoption of Money Laundering Policy	-
Policy	Drafting / consultation / adoption of Debt Recovery Policy	-
Revenues and Housing	NNDR (Business Rates) Charity Shop Review	Q3
Revenues and Housing	NNDR (Business Rates) / Council Tax Farmland Review	Report issued, results pending
Revenues and Housing	National Fraud Initiative Matches	(Revenues and Housing) Q2 - Q3
Revenues and Housing	Coordination of joint working initiative with Department for Work and Pensions for future joint investigation of Housing Benefit and Council Tax Reduction Scheme	Roll out November 2018; DWP Implementation Meeting October 2018
SWAP	Review of the Gifts and Hospitality Policy and Procedure	Q3
SWAP	Review of Policy and Procedure: Staff Declarations of Interest / Conflicts of Interest	Q3
<b>Department</b>		<b>Member update</b>
Extraordinary Cases: Investigation / Sanction / Prosecution		Q1 1 case carried over / 1 case closed (Revenues - Criminal Cashback Case £1731 loss); Prosecution 8 month prison sentence
		Q2 1 case opened (Housing - Application Fraud)
		Q3
		Q4
Planning, Heritage and Conservation: Enforcement Support		Q1 1 case carried over (Listed Building Offence) / 1 case opened (Tree Preservation Order Breach) / 1 case closed (Tree Preservation Order Breach); Prosecution £200 per offence (4) plus £120 costs
		Q2 1 case opened (Listed Building Offence)
		Q3
		Q4
ERS: Enforcement Support		Q1 1 case carried over (Building Control)
		Q2 1 case opened (Licensing Offence) / 1 case closed (Building Control)
		Q3
		Q4
Debt: Tracing and Recovery Support		Q1 2
		Q2 0
		Q3
		Q4