

Department / Contact	Task	Dates / Notes
Corporate / Strategy	Delivery of two reports for Audit Committee	April (cancelled) & November
Corporate / Strategy	RIPA Coordinator Role - Review of Policies / annual report to Members / advisory role for staff / IPCO liaison	Annual update - CDC October IPCO Inspection complete and report issued Draft Internet and Social Media Investigations Policy and Procedure approved by Governance Group
Corporate / Strategy	Home Office Serious and Organised Crime Checklist and accompanying work plan	Commenced / Ongoing
Corporate / Strategy	Home Office Bribery and Corruption Assessment Template and accompanying work plan	To be transferred to 2021/2022 work plan
Corporate / Strategy	Development / Review of Fraud Response Plan	To be transferred to 2021/2022 work plan
Corporate / Strategy	Development of Service Specific Fraud Risk Register	To be transferred to 2021/2022 work plan
Corporate / Strategy	Development of Fraud awareness literature for staff and members	Completed - JMT approval pending
Corporate / Strategy	Development of RTB / debt recovery process	To be transferred to 2021/2022 work plan
Corporate / Strategy	Staff and Members Fraud Awareness Sessions	Online provision
Corporate / Strategy	Collation and Publication of Fraud Transparency Data	Published June
Procurement	Assist with review of Procurement and Contract Strategy	Complete / training to be provided to staff
Procurement	Supplier payment review	To be transferred to 2021/2022 work plan
SWAP	Policy and Procedure: Staff Declarations of Interest / Conflicts of Interest	Complete
SWAP	Review of the Gifts and Hospitality Policy and Procedure	Complete. Revised form to be uploaded to portal for staff use
HR	Review of HR Recruitment and Vetting Policy and Procedures	To be transferred to 2021/2022 work plan
Policy	Review Whistle-Blowing Policy	To be transferred to 2021/2022 work plan
Policy	Drafting / consultation / adoption of Money Laundering Policy	Draft issued to Finance and Chief Finance Officer for consideration
Revenues and Housing	National Fraud Initiative Match Review	Commenced
Revenues and Housing	NNDR Charity Shop Exemption Review	To be transferred to 2021/2022 work plan due to resource
Revenues and Housing	Business Grants Post Payment Assurance	Commenced
ERS	Licensing / Invoice Review	698 licenses reviewed, results pending.
Planning	Waterpark Review	Instruction to Legal Department / Awaiting decision from Chief Executive

SOC = Serious and Organised Crime

IPCO = Investigatory Powers Commissioner's Office