

Area of Work	Task	Detail
Bribery and Corruption	Assessment Template Review	
Governance	Delivery of two reports for Audit and Governance Committee	April and September
Governance	Fighting Fraud & Corruption Locally - Checklist Compliance	Draft Completed, to be presented to Governance Group
Governance	Government Functional Standard 013: Counter Fraud - Compliance	Draft Completed, to be presented to Governance Group
Governance	Fraud Risk Strategy / Response Plan	Reviewed and Approved by Audit Committee September 2022 – next review 2025/2026
Governance	Development of Service Specific Fraud Risk Registers	Revenues, Benefits and Procurement
Policy	Counter Fraud and Anti-Corruption Policy	Reviewed and Approved by Audit Committee September 2022 / Cabinet November 2022 – next review 2025/2026
Policy	Corporate Enforcement Policy	Approved by Cabinet March 2019 – next review 2023/2024 (consultation commenced)
Policy	Council Tax, Council Tax Reduction Scheme & Housing Benefit Penalty and Prosecution Policy	Approved by Cabinet March 2019 – under review
Policy	Proceeds of Crime & Anti-Money Laundering Policy	Reviewed and Approved by Audit Committee April 2021 – next review 2024/2025
Policy	Whistle-Blowing Policy	Approved by Audit Committee April 2022 / Cabinet June 2022 – next review 2025/2026
Policy	RIPA (Surveillance & Covert Human Intelligence Source)	Reviewed and Approved by Audit Committee November 2019 / Cabinet December 2019 – reviewed 2023/2024
Policy	IPA (Acquisition of Communications Data)	Reviewed and Approved by Audit Committee November 2019 / Cabinet December 2019 – reviewed 2023/2024
Policy	Use of the Internet and Social Media in Investigations and Enforcement	Reviewed and Approved by Audit Committee October 2021 / Cabinet January 2022 – reviewed 2023/2024

RIPA = Regulation of Investigatory Powers Act 2000

IPA = Investigatory Powers Act 2016

CPIA = Criminal Procedure and Investigations Act 1996

PACE = Police and Criminal Evidence Act 1984

Area of Work	Task	Detail
Procedure	Development and roll out of Proceeds of Crime and Anti-Money Laundering Procedure	
Procedure	Development and roll out of Use of the Internet and Social Media in Investigations and Enforcement Procedure	
Serious and Organised Crime	Checklist / Risks	To be included within the Fraud Risk Registers
Serious and Organised Crime	Proactive Drive - Transient / Cash businesses	
Statutory / Regulatory	Collation and Publication of Fraud Transparency Data	Complete – May
Statutory / Regulatory	RIPA / IPA - Annual Report to Members / Advisory / Inspection / Single Point of Contact	Annual updates completed July. Inspection complete, next inspection 2026
Strategy : Detection	Housing Waiting List review due 2023/2024	Commenced
Strategy : Detection	National Fraud Initiative Match Reviews - Revenues / Benefits / Housing	2021/2022 – 1,322 Council Tax matches reviewed / 77 Council Tax accounts updated £49,675 / 53 Penalties applied £3,710 / 7 Housing Waiting List applications removed £22,680 loss avoidance 2022/2023 – 893 matches received / 212 matches reviewed / 21 Housing recommendations
Strategy : Detection	National Fraud Initiative Match Reviews - Payroll	2022/2023 – 16 matches reviewed / 3 conflict of interest discrepancies / 2 staff matters (1 disciplinary investigation)
Strategy : Detection	Business Rates Review Self Catering Accommodation - Assurance and Enforcement Activities	Pending guidance / regulations
Strategy : Detection	Severely Mentally Impaired Exemption Review (sample 20)	
Strategy : Detection	Procurement Proactive Fraud Drive - Supplier Payment Review	Commenced
Strategy : Detection	Business Grants - Assurance and Enforcement Activities	Debt recovery and transfer

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Strategy : Detection	Waterpark Review	Review of previous report completed by Leader. Meeting held with Assistance Director Planning and Sustainability. Actions agreed - Planning to commence a review of all obligations and write to all sites.
Strategy : Detection	Business Rates Proactive Fraud Drive - Small Business Rates Relief	Commenced
Strategy : Detection	Council Tax Reduction Scheme Proactive Fraud Drive	Amnesty to be implemented before fraud drive activities
Strategy : Detection	Homelessness Rent Deposit Scheme Review	
Strategy : Detection	Council Tax Reduction Scheme Support Fund Review	
Strategy : Detection	Household Support Fund Review	
Strategy : Detection	Aged Debt Review	
Strategy : Prevention	Development of Fraud Awareness Literature (staff)	Complete - issued to staff / on intranet page
Strategy : Prevention	Development of Right to Buy Debt Recovery Process	
Strategy : Prevention	Multi Agency Approach to Fraud Support / Work Streams	Staff Awareness Session 13 September 2023 / Member Awareness Session 21 June 2023
Strategy : Prevention	Training Members / Staff - Fraud Awareness / RIPA & IPA / Criminal Enforcement CPIA, PACE, Disclosure Training / Money Laundering	
Strategy : Prevention	Private Rental Sector Minimum Energy Efficiency Standard (MEES) Compliance and Enforcement	

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