

Counter Fraud Strategy Action Plan – actions opened since November 2019
as at July 2020

Action	Objective	Lead Officer(s)	Timeframe for implementation	Update (subject to quarterly review)
<p>A11: Cash handling – to review procedures for handling of cash in People’s services. Consultancy work to be conducted by Internal Audit.</p> <p>[Agreed with Director of Corporate Services – added February 2020]</p>	<p>To ensure preventative and detective controls are exercised effectively in handling and recorded cash transactions. The Council seeks to be ‘cashless’ where possible and any exceptions must be suitably controlled.</p>	<p>Head of Internal Audit / People Manager</p>	<p>March 2020</p>	<p>Memo issued by Internal Audit 13/03/2020, with recommendation actions.</p> <p>Testing in future audits to provide assurance over compliance.</p> <p>Completed</p>
<p>A12: Gifts and hospitality – to provide staff briefing and schedule regular refreshers.</p> <p>[Agreed with Director of Legal & Regulatory Services – added April 2020]</p>	<p>To embed staff awareness of key policies and expectations.</p>	<p>Director of Legal & Regulatory Services</p>	<p>August 2020</p>	<p>Dates for a virtual staff briefing being considered.</p>
<p>A13: Business grants – counter fraud controls in relation to fraudulent applications - including participation in the Cabinet Office’s National Fraud Initiative data matching service to conduct checks on bank account information and active company status.</p> <p>[Agreed with Director of Corporate Services – added April 2020]</p>	<p>To put controls in place to detect fraudulent applications and take appropriate actions – to stop payment or recovery monies, as appropriate.</p>	<p>Director of Corporate Services with support from Internal Audit</p>	<p>As required during payment of grants – by August 2020</p>	<p>Risk assessment completed.</p> <p>NFI data being uploaded and outcomes to be reviewed/acted upon.</p>

