

Appendix 2: Counter Fraud & Investigation Directorate
Counter Fraud Work Plan for March to Sep 2017

Risk area	Tasks	Planned for	Who	Current status
Council-wide	Plan Fraud Risk Assessment workshops in these areas: <ul style="list-style-type: none"> • Department for Place • Department for People • Department of the Chief Executive. 	June 2017	Senior Manager, CF&I	Meetings are being arranged with the Deputy Chief Executives, Directors to plan the workshops.
Council-wide	Conduct Fraud Risk Assessment workshops in these areas: <ul style="list-style-type: none"> • Department for Place • Department for People • Department of the Chief Executive. 	July 2017 – Aug 2017	Senior Manager, CF&I	These will be booked once the meetings with the Deputy Chief Executives and Directors have been held. Individual CFID SPOCs will be responsible for different business areas.
Council-wide	Process the results from the Fraud Risk Assessment workshops and produce report and action plan.	Sept 2017	Senior Manager, CF&I	Awaiting workshops.
Council-wide	UK Bribery Act (UKBA) Compliance Review. Distribute a questionnaire to all Group Managers to ensure UKBA compliance.	June 2017	Senior Manager, CF&I	The questionnaire is written and is being installed into an online portal for distribution to the Managers in June 2017.
Council-wide	Counter Money Laundering (CML) Compliance Review. Distribute a questionnaire to all staff to ensure CML compliance.	June 2017	Senior Manager, CF&I	The questionnaire is written and is being installed into an online portal for distribution to staff in June 2017.
National Fraud Initiative, Data Matching Exercise	Investigate high level recommended data matches until the 2017 exercise is complete.	Sept, Jan, Mar, Jun	Intelligence Manager	Results being assessed. Regular performance reporting will commence in September 2017 and will then be on quarterly basis.