

Appendix 1 - Counter Fraud & Investigation Directorate

Counter Fraud Work Plan for April 2017 to March 2018

Risk area	Tasks	Planned for	Current status
Council-wide	Plan Fraud Risk Assessment (FRA) workshops in these areas: <ul style="list-style-type: none"> • Department for Place • Department for People • Department of the Chief Executive 	Complete	Meetings were held between the CFID and Deputy Chief Executives and Chief Finance Officer to discuss and agree the delivery of the FRA process.
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 Revised: February – March 2018	The first phase of the FRA process has been completed for: <ul style="list-style-type: none"> • Procurement • South Essex Homes • Housing • Council Tax • NNDR • Registrars • Parking.
Council-wide	UK Bribery Act (UKBA) Compliance Review. A questionnaire will be distributed to all Managers to ensure UKBA compliance.	March 2018	Questionnaire has been developed in conjunction with the Information Manager at Thurrock Council where the content will be tested by selected staff to ensure suitability.
Council-wide	Counter Money Laundering (CML) Compliance Review. A questionnaire will be distributed to all staff to ensure CML compliance.	March 2018	Modifying the initial questionnaire as a result of the testing has resulted in a delay in its distribution.
Council-wide	Process the results from the Fraud Risk Assessment workshops & produce report and action plan to CMT.	Feb 2018	Awaiting workshops.

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National Fraud Initiative, Data Matching Exercise	Ensure services investigate high level recommended data matches until the 2017 exercise is complete.	Apr 2018	<p>A working group is being re-established with respective services to:</p> <ul style="list-style-type: none"> • co-ordinate the work required to produce and upload data sets • monitor and report upon action taken to investigate relevant data matches. <p>The first update on progress made to review data matches will be included in the report to the April 2018 Audit Committee.</p>