

# Audit and Performance Committee Report

<b>Meeting:</b>	Audit and Performance Committee
<b>Date:</b>	Wednesday 14 <sup>th</sup> November 2018
<b>Classification:</b>	For General Release
<b>Title:</b>	Counter fraud policy review
<b>Wards Affected:</b>	All
<b>Financial Summary:</b>	The Council's budget
<b>Report of:</b>	David Hodgkinson, Deputy Section 151 Officer
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The Audit and Performance Committee's Terms of Reference require that the Committee is responsible for the effective scrutiny of anti-fraud arrangements and activities including the review and approve anti-fraud and corruption policies.

**FOR APPROVAL**

## 1. EXECUTIVE SUMMARY

1.1 The Audit and Performance Committee is responsible for the effective scrutiny of anti-fraud arrangements and activities, the Audit Pensions and Standards Committee:

- review and approve anti-fraud policies
- is responsible for gaining assurance that policies are kept up to date and are fit for purpose.

1.2 This paper contains four revised anti-fraud policies, reported in *Appendix 1*, for review and approval. They are:

- Anti-Bribery Policy
- Anti-Money Laundering Policy
- Fraud Response Plan
- Whistleblowing Policy

## **2. RECOMMENDATIONS**

- 2.1 Note and approve the revised anti-fraud and corruption policies.

## **3. REASONS FOR DECISIONS**

- 3.1 To inform the Committee of policy revisions and to provide assurance that policies are kept up to date and are fit for purpose.

## **4. ANTI-FRAUD POLICIES**

- 4.1 Minimising any losses to fraud and corruption is an essential part of ensuring that all of the Council's resources are used for the purposes for which they are intended.
- 4.2 Staff are often the first to spot possible cases of wrongdoing at an early stage and are therefore encouraged and, indeed, expected to raise any concern that they may have, without fear of recrimination. Any concerns raised will be treated in the strictest confidence and will be properly investigated.
- 4.3 It is therefore vitally important that anti-fraud policies are kept up to date to support and guide Council staff, ensuring compliance with laws and regulations, giving guidance for decision-making, and streamlining internal processes.
- 4.4 The table below details the key anti-fraud and corruption policies, their dates of revision and date of their next review.

<b>Policy</b>	<b>Last review</b>	<b>Next review</b>
Whistleblowing Policy	August 2017	Due – appended to this report
Anti-Bribery Policy	August 2017	Due – appended to this report
Anti-Money Laundering Policy & Procedures	October 2017	Due – appended to this report
Fraud Response Plan	August 2017	Due – appended to this report
Fraud Risks: A Guide for Managers	February 2018	February 2019
Anti-Fraud & Corruption Strategy	August 2016	August 2019

**David Hughes**  
**Director of Internal Audit, Risk, Fraud & Insurance**

**Local Government Access to Information Act – background papers used:**  
Case Management Information

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