

Anti-Fraud and Corruption Plan 2018/19

Corporate
Resources

May 2018

1.0 Introduction

This document sets out the Council's Fraud Plan for the 2018/19 financial year.

South Derbyshire District Council works in partnership with Derby City Council to provide a team of dedicated counter fraud professionals. This team works to prevent fraud from entering the system by providing a visible presence within the Council and across the area to raise public awareness of the types and sources of fraud that may occur.

The team carries out investigations of corporate, benefit and tenancy related fraud including 'right to buy' and works to identify losses to be recovered either directly or in accordance with the Proceeds of Crime Act.

2.0 Objectives and Targets

The main objectives of the Fraud Service are to:

- Embed fraud awareness as part of the competency framework for employees.
- Advise and instil fraud checks as part of the Council's operational processes.
- Continue to develop the Fraud Partnership to include sanction targets.
- Maximise recovery of fraudulent payments and return of Council Assets with a performance target for the value of recovery and prevention to exceed the annual costs of the Fraud Service to the Council.
- Continue joint working arrangements with the Department for Work and Pensions and other agencies as appropriate.
- Engage with the Council's Internal Audit Service and the Audit-Sub Committee to maximise the use of resources and identify potential errors of fraud and error.

3.0 Work Programme

The Fraud Plan will follow a three strand approach of “*Acknowledge, Prevent and Pursue*”.

Acknowledge

This is about recognising, understanding and assessing specific fraud risks. Consequently, it involves assigning appropriate support and resources to provide an anti-fraud response.

Prevent

Preventing fraud and error in the first place is the ideal scenario. This is achieved through:

- The use of technology and common systems in the Derbyshire Partnership
- Sharing information with other agencies
- Controls and procedures in systems which are reviewed by Internal Audit
- Promoting an anti-fraud culture

Pursue

This entails the use of sanctions, recovery of assets and legal proceedings

Acknowledge

Activity	Detail	Outcomes
Council Tax	<p>Council Tax remains one of the major sources of potential fraud given the wide range of discounts exemptions and relief.</p> <p>Continue to work with National Fraud Initiative (NFI) Call Credit and the Derbyshire Partnership.</p> <p>Extend checks to medium risk cases.</p>	<p>To give assurance that the current processes are sufficiently robust to mitigate fraud risks and are carried out periodically.</p> <p>Random inspections will help raise the service profile.</p> <p>To apply penalties where required.</p>
Business Rates	<p>With the move to 100% business rate retention it</p>	<p>To give assurance that the current processes are</p>

	is vital that relief and exemptions are accurately awarded, particularly where cross boundary eligibility may occur.	sufficiently robust to mitigate fraud risks and are carried out periodically. Random inspections will help raise the service profile.
Housing Benefit and Council Tax Reduction Support	Continue to work with the NFI and Housing Benefit Matching Service. Extend checks to medium risk cases.	To identify fraud and apply sanctions.
Right to Buy	Continue to develop checks into applications from tenants to buy their homes.	To identify instances of fraud and give assurance that processes are mitigating risks.
Social Housing	Continue to develop arrangements to identify tenants no longer living in rented SDDC accommodation.	To release accommodation back to stock; carry out prosecutions where appropriate, prevent and detect.

Prevent

Activity	Detail	Outcome
Continue to develop fraud awareness training for all staff. Extend to include bribery.	Introduce into competency framework for new staff. Issue Officers Guide on Fraud and Corruption. Introduce refresher training for all staff. Roll out key messages and alerts together with the publication of actual events.	Managers and staff aware of fraud risks. Fraud mitigation processes embed in operational procedures. Supply the means to report suspicion of misconduct.

<p>Raise awareness of fraud team’s capabilities to identify new areas of activity.</p>	<p>Allow updating of fraud risk register.</p>	<p>Development of the Fraud Plan Promote controls Focus Internal Audit work</p>
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Pursue

Activity	Detail	Outcomes
<p>As a member of the NFI, numerous sets of data for matching purposes are received and allocated to staff to review.</p>	<p>Work is carried out in priority order based on those cases most likely to generate the recovery of assets where data matching identifies anomalies.</p> <p>Work involves other departments of the Council.</p>	<p>To identify errors and overpayments.</p>