

SAFS Team objectives	Activity	Target Date/Value/Measure	Status As at 29.2.2016	Fighting Fraud Locally Measure
<p>Ensure ongoing effectiveness and resilience of anti-fraud arrangements when the impact of the Single Fraud Investigation Service (SFIS) takes effect</p>	1. Recruit and induct SAFS Team.	By September 2015.	Complete	<p>Acknowledge</p>
	2. Develop and deliver a new publicity campaign to launch the SAFS Team and its role to, Partners, staff and public. Publicity to include new: Webpages/intranet/hotline/posters/press.	By October 2015	Complete	
	3. Review cost of service to SAFS Partners and structure for future funding to ensure that Partners recognise the value of a fraud function through a set agreed principles.	By March 2016	Complete	
	4. Update and launch a Hertfordshire Counter Fraud Strategy, Counter Fraud Policy, Fraud Prosecution Policy and Money Laundering Policies.	By March 2016	In Progress	
	5. Deliver targeted fraud awareness, prevention training and workshops to Schools, Housing, Finance, Council Tax Support, Social Fund, Direct Payment, Procurement and Human Resources staff.	Each Partner had 5 sessions across services by March 2016	Complete	
	6. Ensure that all SAFS staff are fully trained for the roles they are undertaking. This may differ, dependant on task, but should be flexible to allow staff to develop and provide generic investigation options for the Partners. This will provide the Partners with a team able to deploy resilient anti-fraud skills across all services.	All staff recruited to be trained or working towards completion of training by March 2016	Complete	
	7. To work in a supportive role within the HCC Assurance Service in particular with SIAS to assist in delivery of improved Audit Plans to Partners.	Working with SIAS Audit teams in both proactive and reactive exercises.	In Progress	

<p>Deliver financial benefits in terms of cost savings or increased revenue</p>	<ol style="list-style-type: none"> 1. Deliver Case Management System that records all financial information for Partners. 2. Recover social housing stock that is being sub-let or used in some other way in contravention of the tenancy or unlawfully. 3. Identify financial savings to ensure that the costs of the team are met in full from its activities and investigations. Record full value of all fraud identified to an agreed, auditable and recognised standard. 4. Maximise civil recovery cases working closely with Partners Legal/Recovery Services to utilise civil recovery and other forms of legal sanction to recover properties and unlawful subletting profits and for other cases where the use of POCA may not be appropriate. 5. Work closely with Revenues Teams to administer and recover penalties as an alternative to prosecution for offences relating to the Council Tax Reduction Scheme. 6. Provide access to services such as National Anti-Fraud Service (NAFN), Local Authority Investigation Officers Group (LAIIOG) and others to reduce the need an costs for each Partner to join separately. 	<p>INCASE operational by September 2015</p> <p>Recover SIX social properties by March 2016.</p> <p>INCASE to be set up to record and report on financial costs of cases. September 2015</p> <p>Establish and maintain relationships with all Partners Legal Teams and POCA experts across HCC and externally.</p> <p>Have in place process, guidance and forms for penalties to be issued. September 2015</p> <p>SAFS have joined NAFN and LAIOG (May 2015) and SAFS Partners can now end their own local subscription.</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>	<p>Pursue</p>
<p>Create a data hub for Hertfordshire</p>	<ol style="list-style-type: none"> 1. Implement a Data Warehouse at HCC to receive and match data from across Partner Services. 2. Create Information Sharing Procedures including PIA/EIA to allow for lawful exchange of data across Partners. 3. Develop further proactive anti-fraud exercises by implementing data matching and data mining tools to interrogate Partner data. 	<p>Procure and have in place IDIS October 2015.</p> <p>Sign off ISA with Partners. March 2016</p> <p>NFI ID-checker. November 2015</p>	<p>Complete</p> <p>In Progress</p> <p>Complete</p>	<p>Prevent</p>

	4. Oversee and assist the delivery of the National Fraud Initiative 2015 across all Partners.	Review HCC NFI Matches September 2015. Put in place process of future NFI across all Partners March 2016	In Progress	
Improve the reach into the areas of non-benefit and corporate fraud within the county.	<ol style="list-style-type: none"> 1. Develop relationships with the police to allow reciprocal exchange of information including Council access to PNC/ VODS/ Local Intel. 2. Develop relationships with DWP, where legislation permits, to conduct joint investigations where national benefits are being claimed fraudulently alongside Partner services/awards/payments. 3. Develop relationships with Registered Housing Providers across the County to provide assistance with tenancy fraud. Such activity to benefit the Partners either through payment for services or access to accommodation. Put in place clear processes and communication channels for referring and tackling fraud with priority fraud risk areas. 4. Work with the Partners and HCC Customer Service Team to develop a 24 hour fraud referral hotline (separating out HB and national benefit matter and referring these to the DWP/HMRC). 5. Develop relationships with HCC's Trading Standards Team to utilise their knowledge and skills in POCA. 6. Develop relationships with the Partners Community Safety Teams to increase access to information about potential fraud and raise awareness of fraud risks. 	<p>Have in Place access to PNC Bureau. And arrangements to work positively with police</p> <p>Liaise with local FES and DWP National Information Centre. By July 2015.</p> <p>Arrange meetings with Housing Providers to raise awareness of SAFS and encourage membership.</p> <p>By July 2015</p> <p>By July 2015</p> <p>By October 2015</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>	Prevent
Develop services which can be marketed to external bodies	<ol style="list-style-type: none"> 1. Work with Housing Providers to offer Tenancy Fraud Function either at a daily rate or with an annual subscription 2. Work with non-SAFS Councils in Hertfordshire whether offering services, expertise or knowledge. 	<p>By March 2016</p> <p>By October 2016</p>	<p>In Progress</p> <p>In Progress</p>	Acknowledge

	<p>3. Positively promote SAFS to local government and other potential customers within and outside Hertfordshire.</p>	<p>By March 2016</p>	<p>Complete</p>	
<p>Create a recognised centre of excellence that is able to disseminate alerts and share best practice nationally.</p>	<p>1. Publicise prosecutions, sanctions, recovery.</p>	<p>First Press Release. By March 2016</p>	<p>Complete</p>	<p>Acknowledge</p>
	<p>2. Promote and publicise the costs of fraud to local residents and encourage all to report fraud across the Partners.</p>	<p>Cheetah/Cheater Campaign. October 2015</p>	<p>Complete</p>	
	<p>3. Produce Fraud Risk Assessments for SAFS Partners.</p>	<p>By March 2016</p>	<p>Complete</p>	
	<p>4. Undertake national peer reviews.</p>	<p>?</p>	<p>Delayed to post 2017</p>	
	<p>5. Offer advice and training to other organisations.</p>	<p>By March 2016</p>	<p>Complete</p>	
	<p>6. Offer to work in partnership across government and with the private and voluntary sectors.</p>	<p>By March 2016- with DWP</p>	<p>Complete</p>	
	<p>7. Subscribe national organisations and events to raise the profile of SAFS.</p>	<p>NAFN, CIPFA, LAIOG membership</p>	<p>Complete</p>	