



**East Herts Council
Performance against
Anti-Fraud Plan
2016/2017**

(Hertfordshire Shared Anti-Fraud Service)

EHC Anti-Fraud Action Plan 2016/2017

Anti-Fraud and Corruption Strategy	Activity	Lead Officer/s	Target Date/Value/Measure	Progress at 31.12.2016
Acknowledge and understand fraud risks	Review the Councils existing Anti-Fraud and Corruption Strategy, Fraud Response Plan and, Whistleblowing Policy, Money Laundering Policy implement a new Fraud Prosecution Policy.	Head of Legal Services. Chief Exec. SAFS Manager	October 2016	Prosecution Policy presented AC by SAFS for adoption in March 2016. EHC Legal will review WB and AML Docs in 2017/2018
	Ensure that the Council retains its Board and Partner role in SAFS and funding for the services provided by SAFS.	S.151 Officer. Chief Exec	March 2017	s.151. or Rep attends SAFS Board. SAFS Board agreed in December to retain SAFS from April 2017
	Annual fraud reports to the Audit Committee.	s.151 Officer and SAFS Manager	September 2016/ March 2017	AC dates for SAFS reports agreed Sep 2016 and March 2017 in Fwd Plan
	Identify key fraud risks faced by the Council. Add to Risk Register as appropriate.	Risk Manager. SAFS Manager	Ongoing	Outstanding.

	Promote and publicise the costs of fraud to staff, members and local residents including the impact this had on Council Services.	SAFS Manager and EHC Comms Team	Ongoing	Further Cheater Campaign linked to new SAFS webpage ran in Sep/Oct 2016.
	Subscribe to organisations and events that demonstrate the Councils zero tolerance to fraud.	SAFS Manager	Ongoing. CIPFA/CIH/LAIOG/NAFN	SAFS joined CIPFA Centre for Counter Fraud for all Partners.
	Roll out an E-learning anti-fraud training package for EHC Staff	SAFS Manager. HR Manager	March 2017	Outstanding. SAFS are developing an E-Learn Package for HCC and will roll this out to all Partners
	Provide Money Laundering training for appropriate staff	Monitoring Officer. MLRO. Head of Legal Services.	October 2016	Arranged for s.151 and MLRO for October 2016.
	Provide Fraud Awareness training to Elected Members	SAFS Manager	March 2017	Delivered in January 2017 to Audit Committee
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Prevent and deter fraud	Maintain a strong internal control framework as assessed by SIAS Internal Audit Annual Report	S.151 Officer – SIAS Manager	Ongoing. AGS and Planned Audits.	SBC/SIAS Internal Audit Plan
	Create and maintain Data Sharing Procedures including Information Sharing Protocol (ISP), PIA/EIA to allow for lawful exchange of data between SAFS and EHC.	IT Manager. Head of Legal. SAFS Manager	Ongoing but reviewed each April.	ISP being reviewed for all SAFS Partners by HCC and NHDC Legal with emphasis on revised PIA.
	Deliver fraud awareness, prevention training and workshops to Council Services at risk if fraud	SAFS Manager	5 Local Events at EHC delivered by SAFS	Housing Event Oct 2016 AML Oct 2016 NNDR- Nov 2016 Induction Training for new staff in place.
	Have in place one SAFS Counter Fraud Officer FTE for EHC exclusive use. Access to SAFS Intel/Admin to support for this role. Access to SAFS Manager for Senior Mgt Meetings.	SAFS Manager	Ongoing	HF (SCFO) in place NJ/SE support this work
	Issue Fraud Alerts to appropriate staff and managers as when new fraud threats arise and publish a Fraud & Corruption Newsletter for staff.	SAFS Manager	Ongoing.	16 Alerts issued to 31 st December. from NAFN, OWL, NFIB and Partners.

	Have in place fraud reporting tools to allow staff and public alike to report fraud.	SAFS Manager	Ongoing	Webpage, Hotline, Direct line, email all available.
	Permit SAFS to oversee and assist the delivery of the National Fraud Initiative 2016 as the NFI SPOC for EHC.	SAFS Manager. S.151 Officer.	October 2016	Agreed that SAFS will act as Key-Contact and upload roles for 2016/2017.
	Provide access to services such as National Anti-Fraud Service (NAFN), CIPFA, Local Authority Investigation Officers Group (LAIOG) to benefit both EHC and SAFS.	SAFS Manager	Ongoing	SAFS subscribes to NAFN, CIPFA, LAIOG, PNLD for all Partners.
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Be stronger in pursuing fraud and recovering losses	Record identified financial savings from anti-fraud activity. Record value of all fraud identified to an agreed, auditable and recognised standard.	SAFS Manager	SAFS Champion Meetings. Audit Committee. £100K Target for EHC. KPI	Fraud of £30k+ identified to 31.12.2016.
	Maximise civil recovery and utilise civil recovery methods to seek redress where fraud is identified.	SAFS Manager and Head of R&B Service	Ongoing	EHC have policy and process in place and are now issuing CPs.
	EHC will Publicise prosecutions, sanctions, recovery to demonstrate a zero tolerance	SAFS Manager and EHC Comms Team	Ongoing	PR will be issued for outcomes that will be

	to fraud and act as a deterrence to others.			reported as well.
	To work in a partnership role with SAFS and ensure that SAFS delivers value for money and return on investment to EHC, be this in actual new revenue or future savings.	S.151 Officer and SAFS Manager.	Champion Meetings	Meetings taking place with S.151
	East Herts Council will support County wide CTAX SPD review which will benefit the Council, and any other opportunities to conduct anti-fraud projects with SAFS as required.	s.151 Officer, Head of Shared R&B Service and SAFS Manager	From October 2016	SAFS have developed a CTAX 'Review Framework' for whole County. Go live-April 2017.