



**Stevenage Borough Council
Performance against
Anti-Fraud Plan
2016/2017**

(Hertfordshire Shared Anti-Fraud Service)

SBC 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 Council's existing Anti-Fraud and Corruption Policy, Fraud Response Plan and, Whistleblowing Policy, Money Laundering Policy implement a new Fraud Prosecution Policy.	SBC Head of Legal Services	As required	Prosecution Policy presented AC by SAFS for adoption in March 2016. SBC Legal have been reviewing WB and AML policies
	Ensure that the Council retains its Board and Partner role in SAFS and funding for the services provided by SAFS.	SBC s.151 Officer	Decision about continuation of Project post April 2017 to be made by SAFS Board.	s.151. attends SAFS Board and decision made to continue with SAFS after the two year pilot ends in March 2017
	Annual fraud reports to the Fraud, Audit and Risk Committee.	SAFS Manager and SBC s.151 Officer	2 Reports to AC Annually	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.	SAFS Manager and SBC Risk Manager	September 2016	Outstanding. Meeting with SBC Risk Manager to be organised.

	Promote and publicise the costs of fraud to staff, members and local residents including the impact this had on Council Services.	SAFS Manager and SBC Comms Team	Ongoing but to start from June 2016	Further Cheater Campaign linked to new SAFS webpage produced for Sep/Oct 2016. SAFS works closely with SBC Comms to produce PRs on prosecution cases.
	Subscribe to organisations and events that demonstrate the Council's zero tolerance to fraud.	SAFS Manager	April 2016	SAFS joined CIPFA Centre for Counter Fraud for all Partners.
	Roll out an E-learning anti-fraud training package for SBC Staff	SBC HR Manager and SAFS Manager	September 2016	Outstanding, SAFS are developing an e-learning package with HCC that will be rolled out across all Partners in 2017/2018.
	Provide Money Laundering training for appropriate staff	SAFS Manager, SBC HR/Training and MLRO	October 2016	Arranged for s.151 and MLRO for October 2016.
	Provide Fraud Awareness training to Elected Members	SBC Member Support, SBC HR/Training and SAFS Manager	December 2016	Outstanding. SAFS Manager to liaise with SBC officers to include this in SBC Fwd Plan for 2017/2018

Anti-Fraud and Corruption Strategy	Activity	Lead Officer/s	Target Date/Value/Measure	Progress at 31.12.2016
Prevent and deter fraud	Maintain a strong internal control framework as assessed by SIAS Internal Audit Annual Report	All Heads of Service	Ongoing	SBC/SIAS Internal Audit Plan 2016/2017
	Create and maintain Data Sharing Procedures including Information Sharing Protocol (ISP), PIA/EIA to allow for lawful exchange of data between SAFS and SBC.	SBC Head of Legal Services, and SAFS Manager	Review from April 2016 onwards	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 of fraud	SAFS Manager and SBC HR Manager	5 Local Events at SBC 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 SBC exclusive use. Access to SAFS Intel/Admin to support for this role. Access to SAFS Manager for Senior Mgt Meetings.	SAFS Manager	Ongoing	PT (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	SAFS Manager	Ongoing from April 2016	16 Alerts issued to December 2016. from NAFN, OWL, NFIB and

	for staff.			Partners.
	Have in place fraud reporting tools to allow staff and public alike to report fraud.	SAFS Manager and SBC IT Team.	Ongoing from April 2016	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 SBC.	SAFS Manager and NFI Key Contact.	October 2016	Agreed that SAFS will act as Key-Contact and upload roles for 2016/2017. This is now complete and SBC matches are being reviewed by SAFS.
	Provide access to services such as National Anti-Fraud Service (NAFN), CIPFA, Local Authority Investigation Officers Group (LAIIOG) to benefit both SBC and SAFS.	SAFS Manager	April 2016	SAFS subscribes to NAFN, CIPFA, LAIOG, PNLD for all Partners.
Anti-Fraud and Corruption Strategy	Activity	Lead Officer/s	Target Date/Value/Measure	Progress at 31.12.2016
Be stronger in pursuing fraud and	Record identified financial savings from anti-fraud activity. Record value of all fraud identified to an agreed, auditable and	SAFS Manager	Ongoing from April 2016	Fraud of £560k+ identified to 31.12.2016.

recovering losses	recognised standard.			
	Maximise civil recovery and utilise civil recovery methods to seek redress where fraud is identified.	SAFS Manager, S.151 Officer and Shared Revs and Bens Manager	Ongoing from April 2016	SBC have policy and process in place and are now capable of issuing CPs.
	SBC will Publicise prosecutions, sanctions, recovery to demonstrate a zero tolerance to fraud and act as a deterrent to others.	SBC Comms Manager and SAFS Manager	As and when required	Several PR issued already and a number of cases are pending outcomes that will be reported as well.
	To work in a partnership role with SAFS and ensure that SAFS delivers value for money and return on investment to SBC, be this in actual new revenue or future savings.	SAFS Manager and s.151 Officer	Ongoing from April 2016 as part of SAFS Board and SAFS Champions Meetings	Meetings taking place with S.151
	SBC to support County wide CTAX SPD review which will benefit the Council, and any other opportunities to conduct anti-fraud projects with SAFS as required.	SAFS Manager Shared Revs and Bens Manager and	October 2016	SAFS have completed the procurement of a CTAX 'Review Framework' for whole County. Go live- April 2017