

## **Draft Fraud Awareness Plan 2018/19**

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### **Introduction**

The purpose of this report is to set out the draft Fraud Awareness Plan for 2018/19.

### **Objective**

To raise awareness of the risk of fraud amongst officers, residents and members to ensure that Brent's assets are adequately protected.

### **Background**

A refresh of the main anti-fraud policies was approved by the Audit Advisory Committee on 5 December 2017. This has enabled the Investigations team to promote these policies amongst all stakeholders to increase awareness, generate better quality referrals and raise the team's profile.

A significant amount of engagement has already commenced which includes liaison with all service areas and updating the content of our intranet and internet pages. Main anti-fraud policies; (a) Anti-Fraud, Bribery and Corruption Policy, (b) Anti-Money Laundering Policy and (c) Whistleblowing Policy.

Related policies; (a) Disciplinary Policy, (b) Staff Code of Conduct, (c) Conflicts of Interests Policy and (d) Financial Regulations (and related guidance). These include the equivalent policies and regulations relating to schools.

## Detail

Activity	Description	Notes	Qtr
Policies	Update policies	Update anti-fraud policies on intranet and internet pages including related content.	1
E-learning	Review current e-learning for staff.	New starter induction – review current e-learning mandatory course.  Existing staff – introduce e-learning mandatory course.	2
Website	Update content and contacts	Review content within both intranet and internet pages.	1-4
Workshops	Fraud awareness sessions.	Deliver fraud awareness sessions / workshops throughout council service areas, schools and other stakeholders.	1-4
Yammer	Increased presence on Yammer	Publish appropriate investigation outcomes.  Publicise fraud alerts / guidance.  Online workshops / group chats and advice on anti-fraud related matters.	1-4
Technology	Consider new technologies to prevent / detect fraud.	Introduce new systems e.g. i-Latch (housing – tenancy checker)	2
Service Engagement	Team meetings	Representation at Committee, CMT, DMT, Service Managers, service team meetings	1-4
Advice	Provide an advisory service	Encourage teams to approach for advice and guidance.  Take proactive approach to assisting with new procedures / process in other service areas.	1-4
Collaboration	Enhance closer / joint working.	Set up workshops with key partner teams such as HR, Legal, Housing, Parking to improve joint working, closer collaboration, and increase understanding of each other's work.	1-4
Publicity	Public awareness	Poster campaign to communicate Brent's approach to fraud and means of reporting suspected fraud.	

## Further Action

The plan will be reviewed each quarter and amended accordingly to achieve its objectives.