

Appendix C – Counter Fraud Action Plan 2024-26

| # | Action | Target Date |
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| 1. | Biennial revisions to the (four) counter fraud policies that are owned by the Internal Audit & Assurance Service (Anti-Fraud & Corruption Policy, Anti-Bribery Policy, Policy for the Prevention of Facilitation of Tax Evasion, Anti-Money Laundering Policy). To include a rationalisation by size of the Anti-Fraud & Corruption Policy. | October 2024 |
| 2. | Issue targeted comms to key staff and departments during International Fraud Awareness Week (November each year) highlighting key fraud risk areas. | November 2024 and November 2025 |
| 3. | Biennial refresh of the Council's Fraud Risk Assessment. | January 2025 |
| 4. | Explore and develop mandatory refresher training to supplement the corporate e-learning module on fraud awareness. | April 2025 |
| 5. | Consider, in conjunction with the Director of Law & Governance and s.151 officer, the development of both an on-line fraud referral e-form on the Council's website, and a generic fraud@leics.gov.uk mailbox. | April 2025 |
| 6. | Develop the concept of there being a corporate risk of fraud and having this risk scored for potential inclusion on the corporate risk register, to formalise the risk itself and the mitigation strategies both in place and proposed. | April 2025 |
| 7. | To co-ordinate investigations into priority matches identified by the National Fraud Initiative 2024/25 output reports (expected release date for output of Spring 2025). | August 2025 |
| 8. | Explore the virtues of developing a role of a departmental fraud champion, a friendly face within each department who can act as a point of initial contact for both departmental staff and the corporate counter fraud function, e.g. dissemination of information. | August 2025 |
| 9. | Evaluation of additional services available to procure through the National Fraud Initiative (NFI), CIFAS, and other solutions, e.g. additional data matching, supplementary to the main (two-yearly) NFI exercise. | August 2025 |
| 10. | Evaluate the potential benefits of moving to an annual counter fraud report to the Corporate Governance Committee, replacing the current process of reporting piecemeal at each meeting. Follows a recommendation made during the assessment against the CIPFA Code of Practice. | August 2025 |

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| 11. | To deliver fraud awareness training to School Business Managers through the (new) SBM Forum established by the C&FS department. (c/f from 2022-24 Action Plan due to department inactivity) | December 2024 |
| 12. | Monitor changes and enhancements to the Council's processes regarding blue badge fraud resilience post the outcome of the Department for Transport (DfT) national review of blue badge fraud and councils' approaches to tackling it. (c/f from 2022-24 Action Plan due to DfT inactivity) | December 2025 |