

## **WAVERLEY BOROUGH COUNCIL**

### **AUDIT COMMITTEE – 04 MARCH 2019**

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#### **Title:**

#### **REVISED ANTI-FRAUD AND CORRUPTION POLICY**

**[Wards Affected: All]**

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#### **Summary and purpose:**

To obtain Committee endorsement of the revised policies enabling these to be adopted and published on the website and cascaded to all members of staff, members, partners, the Council's suppliers, thus reinforcing Waverley's stance of zero tolerance to Fraud and Corruption.

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#### **How this report relates to the Council's Corporate Priorities:**

Internal audit work and other fraud initiatives contribute to the safeguarding of assets against criminal activity, this contributing to the corporate priority of People, Place and Prosperity.

#### **Equality and Diversity Implications:**

These policies are part of the governance framework which supports delivery including those services which promote equality and diversity.

#### **Resource/Value for Money implications:**

All financial transactions need to comply with the requirements in the Council's policies and procedures. For example the Money Laundering Policy confirms that no cash payments exceeding £5,000 should be accepted on behalf of the Council and must be reported to the Money Laundering Reporting Officer, all other policies support the requirement to prevent, identify report instances of fraud.

#### **Legal Implications:**

There are direct legal implications, the Council could incur financial loss if we fail to implement and cascade "adequate procedures" to prevent fraud, corruption and bribery as well as keeping abreast of new initiatives by reassessing our processes against suggested best practice.

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#### **Introduction**

1. The policy in Annexe 1, has been revised as part of the scheduled cyclical review, to reflect changes in legislation, organisational restructure affecting job titles and positions and any new developments in the methodology in tackling fraud. This document is presented to the Audit Committee as a suite of

documents to support awareness of our anti-fraud culture. However, each of the appendices are owned by different service areas of the council and are made available to members of staff as separate policies on the council's intranet and not, as presented to the Audit Committee, as one document.

## **Findings**

2. The method of presentation of this document has changed including changes in job titles and a full revision of the Anti Money Laundering Policy and Guidance to meet legislative and professional institutions best practice guides. It is proposed that these policies will be review annually by the responsible officers and where necessary endorsed by the Audit Committee every 2 years. Officers will cascade these policies throughout the authority, to suppliers, contractors and subcontractors where appropriate as part of contract terms and conditions. Presentation changes have been made to include all fraud and related policies as part of the authority's anti-fraud and corruption policy.

## **Conclusion**

3. The changes made to these policies will ensure that members, staff and those with whom we conduct business with are aware of the contents of these policies and the expectations placed on them to comply.

## **Recommendation**

It is recommended that the Committee

1. endorses the revised policy; and
2. recommends to Council that it be approved and that officers are instructed to cascade using suitable media to publicise these documents to the appropriate recipients.

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## **Background Papers**

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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## **CONTACT OFFICER:**

**Name:** Gail Beaton

**Telephone:** 01483 523260

**E-mail:** [gail.beaton@waverley.gov.uk](mailto:gail.beaton@waverley.gov.uk)