

Fraud Risk Awareness - Message (HTML)

File Message

Ignore X Reply Reply All Forward Meeting More v

Junk v Delete

Delete Respond

Council To Manager

Team E-mail Done

Reply & Delete Create New

Quick Steps

Move

Rules v OneNote

Actions v

Assign Policy v

Mark Unread

Tags

Categorize v Follow Up v

Translate

Find Related v

Select v

Editing

Zoom

Zoom

From: Kamal Mehta Sent: Tue 31/12/2019 17:58

To: Sue Green; Hannah Wheatley; Steven Butcher; Annette Cardy; Alastair Morrell; Georgina Button; Cheryl Hughes

Cc: Adrian Rayner; Damien Ghela; Matt Wilson; Frank Britt; Matt Leigh; John Swords; Joanne Bratt; Grant Hulley; Simon Quelch; Sam Mott; Russell Dawes; Paul Dodson; Richard Holmes

Subject: Fraud Risk Awareness

Message Approved Whistleblowing Policy 30-01-2018 F&CS Committee and 08-02-2018 Council.pdf (106 KB) Fraud and Corruption - Extracts from Maldon District Council Constitution 6-12-2019.docx (26 KB) Anti-Fraud and Corruption Policy.pdf (199 KB)

IMPORTANT COMMUNICATION

Dear All,

The Council's internal auditor at the request of the previous Director of Resources undertook a piece of work on fraud risk awareness in the Council. The basis for the commissioning the work was a belief that although there is/was a 'corporate fraud and enforcement team' in the Council there was an imbalance in the work between enforcement and corporate anti-fraud work.

The internal auditor made his report titled Fraud Risk Awareness – Advisory Report in May 2019 and it has since been reported to members. The last meetings of members it was reported to was the Finance and Corporate Services Committee on 24th September 2019 and the Performance, Governance and Audit Committee on 24th October 2019. These are available on the Committee Agendas and Minutes on the Council's website :

<https://democracy.maldon.gov.uk/mgListCommittees.aspx?bcr=1>

The findings in the Advisory Report identified that there is a lack of fraud risk awareness in the Council by Officers and that this could lead to financial loss and reputational damage to the Council. The findings also identified that officers are either not aware of the rules and procedures in place or are simply not adhering to them in the sense that due regard is not given to the risk of potential fraud or for that matter potential corruption when operational and or key significant decisions are being made. It also means that in the 'way of working' here at Maldon District Council there should be an underlying ethos of giving due regard at all times to assessing the potential risk of fraud and corruption in its activities particularly in the areas of contract procurement, purchasing of goods and services, payment of creditors/suppliers, debt collection, payroll, recruitment etc. Also, important is to be aware of money laundering regulations as they apply to the public sector. The Council also has an approved Whistleblowing Policy which again all officers of the Council should be aware of.

Tier 2 Managers are now responsible and accountable for the operational budgets within their areas It is, therefore, vital and important for all Tier 2 Managers and Lead and Senior Specialists to be fully aware of and understand the Council's current Constitution particularly in respect of key internal controls and internal checks as set out in the Scheme of Delegation to Officers and the Financial Procedure Rules and Contract Standing Orders. These are all set out in the in the Council's Constitution found here:

<https://democracy.maldon.gov.uk/ieListMeetings.aspx?CId=204&info=1>

It is important that you all make yourselves fully familiar with the attached documents together with the documents you can access via the links above.

Furthermore, please put Fraud Risk Awareness on the agendas for your team meetings to bring this subject into the awareness of all staff at whatever level. The duty to protect the Council from fraud and corruption applies to all the staff who work for the Council and including agency and contract workers.

Finally, the key documents mentioned here and the links provided should be part of the information that should be included for all new entrants to the Council as part of onboarding and their induction into the Council. Also, to assist you to raise the profile of this important matter in the Council, CLT will be considering further support and internal programme of work in this area to address all the findings of the internal auditor's Advisory Report.

Kind regards.

Kamal