

Appendix 5

Anti-Fraud Action Plan

Action	Responsibility	Target date	Status
Communication – Fraud section of Governance Newsletter – lessons learned etc	Head of Governance & Assurance	25 November 2011	Not started
Fraud awareness questionnaire – to check understanding of relevant policies and procedures	Head of Governance & Assurance	31 March 2012	Not started
Fraud Awareness training	Head of Governance & Assurance	Ongoing	In development
Annual Fraud Report	Head of Governance & Assurance	March meeting of Audit & Accounts Committee	Not started
Establishing relationships with other organisations	Head of Governance & Assurance	Ongoing	A good working relationship has been established with Derbyshire Constabulary's Economic Crime Unit
Work programme for deterrence	Audit Manager	Ongoing	Part of the internal audit planning process
Data Matching/NFI	Principal Auditor	Ongoing	In progress
New employees – preparation of induction training pack	Head of Governance & Assurance	30 November 2011	Not started
Risk assessment	Internal Audit & Principal Risk & Insurance officer	Ongoing	In progress
Develop process for fraud referrals	Audit Manager	28 October 2011	In progress – database developed