

Serious and Organised Crime Checklist – Action Plan

Checklist Reference	Action	Responsible Officer (s)	Implementation Date
Awareness, strategy, guidance and training (1)	Counter Fraud Unit (CFU) to provide further awareness training tailored to relevant officers e.g. enforcement, visiting, frontline officers.	Counter Fraud Unit	March 2019
Awareness, strategy, guidance and training (1)	Review of Anti-Fraud and Corruption Strategy to ensure it remains relevant and effective.	Internal Audit/Corporate Governance Group	June 2019
Awareness, strategy, guidance and training (1)	CFU to continue to develop partnership working with related agencies, in particular the Police. Updates on effectiveness of joint working and general serious crime activities to be included in standard six monthly report to Audit Committee.	CFU/Head of Community (TBC lead for new Community Safety Partnership)	June 2019
Risk Management (2)	Review of cyber security arrangements.	Head of Corporate Services/ICT Operations Manager	March 2019
Whistleblowing (4)	Review the whistleblowing policy and effectiveness of whistleblowing arrangements.	Internal Audit/Corporate Governance Group	June 2019
Assurance – operational controls (procurement) (5)	Tailored training to be provided to those staff responsible for purchasing responsibilities.	CFU/Head of Finance and Asset Management	March 2019

Checklist Reference	Action	Responsible Officer (s)	Implementation Date
Assurance – operational controls (general) (5)	Days to be allocated within 2019/20 internal audit plan and CFU work programme to review operational internal control environment e.g. HR vetting, procurement, gifts and hospitality.	Internal Audit/CFU	March 2020