



KENTISH COUNCIL POLICY

FRAUD AND CORRUPTION CONTROL

Policy Number 02:34:2014

POLICY NUMBER	02:34:2014
OBJECTIVE	
STATUTORY AUTHORITY	Criminal Code Act 1924 (Tas) Integrity Commission Act 2009 Police Offences Act 1935 (Tas) Privacy Act 1988 (Cth) Public Interest Disclosure Act 2003 (Tas) Right to Information Act 2009 (Tas)
RELEVANT COUNCIL DOCUMENTS	Kentish Council Code of Conduct (Policy 03:05:2006) Employees Code of Conduct Public Interest Disclosures Procedures (Policy 02:19:2004) Kentish Fraud and Corruption Control Plan Kentish Council Strategic Plan
POLICY	Adopted 20/05/2014 Minute 11.4.3 Reviewed 17 November 2015 Minute 11.4.5
NEXT REVIEW	November 2016

1. PURPOSE:

Kentish Council (Council) is the custodian of significant public funds and assets therefore it is important that all stakeholders have assurance that adequate fraud protection controls are in place. Council is committed to acting in the best interest of the community and to upholding the principles of honesty, integrity and transparency, which are all key components of good governance. The purpose of this policy is to demonstrate Council's commitment to prevent, detect and investigate incidents of fraud and corruption.



2. OBJECTIVES

To prevent, deter and detect incidents of fraud and corruption by:

- raising awareness of the risk of fraud and corruption.
- taking necessary actions for its prevention.
- providing processes for the reporting and investigating of incidents, and
- protecting those who report suspected fraud or corruption incidents.

3. SCOPE

Councillors, employees, and contractors are required to comply with the spirit of this policy and its associated procedures and undertake any relevant training as required.

4. DEFINITIONS

Fraud dishonest activity which obtains a benefit or causes a loss by deception or other means.

Corruption dishonest activity in which a person acts contrary to the interests of Council and abuses his/her position of trust in order to achieve some personal benefit for themselves, or provide an advantage/disadvantage for another person or entity.

Definitions include:

- theft;
- obtaining property, a financial advantage or any other benefit by deception (benefits and advantages can be either tangible or intangible);
- causing a loss, or avoiding or creating a liability by deception;
- providing false or misleading information to Council, or failing to provide information where there is an obligation to do so;
- making, using or possessing forged or falsified documents;
- bribery, corruption, collusion or abuse of office;
- nepotism
- unlawful use of Council's computers, vehicles, telephones, equipment, inventory and other
- property or services; and
- any offences of a like nature to those listed above.



5. POLICY

Council will not tolerate fraud or corruption amongst its Councillors, employees or contractors.

Council is committed to:

- ensuring internal controls are developed to deter, detect and prevent fraud;
- providing a sound ethical environment in which fraud is difficult and honest behaviour is encouraged;
- complying with legislation and relevant policies, procedures and controls;
- proactively managing any allegations or incidences of fraud in accordance with approved procedure including reporting of allegations to law enforcement agencies;
- providing sufficient resources to facilitate the implementation of this policy within Council;
- protecting disclosers in accordance with the Public Interest Disclosure Act (2003); and
- ensuring awareness of the Fraud and Corruption Control Policy and associated procedures through the provision of appropriate training and awareness raising strategies to employees.

6. RESPONSIBILITY

This policy assigns responsibility for fraud and corruption prevention management to all Councillors, Managers and employees. All Departments will be required to implement practices consistent with this policy and associated procedures.

7. PROCEDURES

Procedures relating to the minimisation, detection and reporting of Council's fraud and corruption risk are contained in the *Fraud and Corruption Control Plan*.

8. POLICY REVIEW

Council will review this policy and the Fraud and Corruption Control Plan annually.

Attachment: ECM: [Fraud and Corruption Control Plan](#)