

Action	Responsible Officer	To be completed by	Progress
Thoroughly research corporate fraud and how other authorities are dealing with this	Internal Audit Manager	December 2014	Ongoing
Decide on the scope of corporate fraud work – <i>see note below</i>	Internal Audit Manager	March 2015	Written into Corporate Fraud Policy <u>Completed</u>
Write strategy	Internal Audit Manager	March 2015	Anti Fraud and Corruption Policy updated and Corporate Fraud Policy written. <u>Completed</u>
Develop and agree plan for 14/15 (November to March)	Internal Audit Manager	30 October 2014	Ongoing
Complete Service and Financial Plan proposal for 15/16	Internal Audit Manager	October 2014	S & FP completed and submitted. <u>Completed</u>
Complete joint bid for funding (includes Lewes, Wealden and Rother)	Internal Audit Manager	September 2014	Bid has been completed and submitted. <u>Completed</u>
Consider and agree performance indicators, including a means of giving a value to such areas.	Internal Audit Manager	March 2015	
Develop job descriptions and person specs for the new roles	Internal Audit Manager	30 October 2014	Ongoing

Develop day to day working processes	Internal Audit Manager	March 2015	
Develop reporting templates	Internal Audit Manager	March 2015	
Raise awareness of corporate fraud across the authority	Internal Audit Manager	March 2015	
Investigate forms of income	Internal Audit Manager	March 2015 and ongoing	
Appoint SPOC for DWP	Internal Audit Manager	1 st November 2014	Still awaiting spec from DWP for SPOC.
Review Prosecution Policy	Fraud Investigations Manager	November 2014	
Carry out fraud risk assessment	Fraud Investigations Manager	January 2015	
Consider joint work with Internal Audit looking at Hippodrome Trust, Towner Trust and EHL to safeguard the Council's investment.	Fraud Investigations Manager and Internal Audit Manager	February 2015	