



Gladstone Regional Council

Council Policy

Title	FRAUD POLICY
Policy Number	P-2015-41
Responsible Directorate	OFFICE OF THE CHIEF EXECUTIVE OFFICER
Responsible Officer	MANAGER PEOPLE AND PERFORMANCE
Date of Adoption	15 MARCH 2016
Resolution Number	G/16/2764
Date Review Due	15 MARCH 2019

1.0 PURPOSE:

The purpose of this policy is to establish Councils commitment to rigorously manage the risk of fraud and corruption.

2.0 SCOPE:

Responsibility for the detection and prevention of fraud or corruption is shared by all Councillors and Council Employees.

3.0 RELATED LEGISLATION:

- Local Government Act 2009
- Local Government Regulation 2012
- Public Interest Disclosure Act 2010
- Information Privacy Act 2009
- Crime and Corruption Act 2001
- Public Sector Ethics Act 1994.

4.0 RELATED DOCUMENTS:

- Gladstone Regional Council Code of Conduct Policy (for Employees)
- Gladstone Regional Council Councillor Code of Conduct Policy
- Gladstone Regional Council Fraud Control Corporate Standard
- AS 8001 - 2008 Australian Standard Fraud and Corruption Control
- Fraud and Corruption Control Guidelines for Best Practice developed by the Crime and Misconduct Commission Queensland 2005

5.0 DEFINITIONS:

To assist in interpretation of this policy the following definitions apply:

Council means Gladstone Regional Council

Councillors has the meaning defined under the Local Government Act 2009

Employees means all persons appointed as a local government employee pursuant with *Clauses 194, 195 and 196* of the *Local Government Act 2009* plus work experience students and volunteers.

Fraud means any deliberate, intentional or dishonest action (or lack of action) by a person characterised by deceit, concealment, lack of impartiality or violation of trust that could amount to:

- a) a criminal offence; or
- b) a disciplinary breach that provides reasonable grounds for terminating a person's employment;

whether or not that action (or lack of action) is perpetrated to obtain benefit or avoid loss for that person or cause actual or potential financial loss to any other person or entity.

6.0 POLICY STATEMENT:

Gladstone Regional Council is committed to a zero tolerance approach to fraud and corruption.

To facilitate this Council requires the implementation of the following strategies:

- Appropriate recruitment and Employee management processes
- Appropriate allocation of responsibilities to Employees
- Provision of effective internal control systems
- Undertaking of Fraud risk assessments and implementation of appropriate mitigation strategies
- Ongoing monitoring of Fraud prevention and detection control mechanisms.

Council will vigorously pursue suspected incidents of fraud in compliance with all relevant legislation (including the Privacy Act 2009 and Public Interest Disclosure Act 2010) and Council policies and corporate standards.

Council will, in pursuing suspected incidents of Fraud, have regard to the framework of natural justice and procedural fairness.

7.0 ATTACHMENTS:

Nil

8.0 REVIEW TRIGGER:

This policy will be reviewed when any of the following occur:

1. The related legislation/documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council
3. Periodic Review – 3 years from date of adoption.

TABLE OF AMENDMENTS		
Originally Adopted	5 NOVEMBER 2013	G/13/1768
Amendment 1	15 MARCH 2016	G/16/2764
Amendment 2	<INSERT DATE COUNCIL MEETING>	<INSERT RESOLUTION NUMBER>
Amendment 3	<INSERT DATE COUNCIL MEETING>	<INSERT RESOLUTION NUMBER>

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STUART RANDLE
CHIEF EXECUTIVE OFFICER