

# EUXTON PARISH COUNCIL



Meeting arrangements: Full Council Meeting

Thursday, 21 July 2022, 7.15 pm start

**Annexe, Euxton PC Community Centre, Wigan Road, Euxton**

## A G E N D A

Doc. Ref

1. Apologies
2. Declarations of Interest and Dispensation Considerations  
Members are reminded of their responsibility to declare any interest in respect of any matters contained or brought up at any point in this meeting, in accordance with the current Code of Conduct. Council will consider dispensation requests.
3. Minutes of Council Meetings  
Approve the signing as a correct record, Full Council of 16 June 2022
4. Public Participation  
Matters brought to the Parish Council by residents. The Chair may limit a member of the public to 3 minutes of speaking in order to ensure the smooth running of the meeting. Overall this section will typically be limited to 20 minutes although the Chair may, at their discretion, extend this.
5. Statutory Business
  - 5.1 Co-option – Consider letter(s) of application from interested residents Item 5.1
  - 5.2 Planning - Consider planning report from Lead Member for Planning, approve responses and ratify responses made between meetings or to meet deadlines Item 5.2
6. Financial Items
  - 6.1 Approve Expenditures for this month, and any submitted after the agenda Item 6.1
  - 6.2 Receive financial reports Item 6.2
  - 6.3 Allocate a carry forward budget of £13,618 for the Allotment Committee Item 6.3
7. Council Policies
  - 7.1 Policy and Document Review list – review list and suggest future policies for updating Item 7.1
  - 7.2 Anti Fraud & Detection Policy drafted new policy for consideration and adoption Item 7.2
8. Matters for information  
*Notify the Chair prior to the meeting starts of any item to be brought up under this section. Only items of information, referral to another authority, or matters offered for consideration at a future meeting can be raised. No legal decisions can be taken.*

Papers to follow

*D. Platt*  
CLERK

Published: 14/07/22

Full Council meetings 2021: 21 July, 15 September, 20 October, 17 November. 2023 19 January, 16 February, 16 March, 20 April

Newsletter deadlines: 07/09/22 for September issue; 09/11/22 for December issue; 07/02/23 for March issue; 08/05/23 for June issue;

## PRIVATE, PART II ITEMS

### Exclusion of Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Schedule 12A of the Local Government Act 1972, Part 1 s1-10 (*specifically for this item 1*). It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business (*specifically for this item*: Information relating to the financial or business affairs of any particular person (including the authority holding that information) ).

### 9. Personnel Committee

Report from the Personnel Committee meetings on the appointment of an Assistant Clerk

  
CLERK

Published: 14/07/22

Full Council meetings 2021: 21 July, 15 September, 20 October, 17 November. 2023 19 January, 16 February, 16 March, 20 April

Newsletter deadlines: 07/09/22 for September issue; 09/11/22 for December issue; 07/02/23 for March issue; 08/05/23 for June issue;

Date, Valid, Ref	Description/Location (click to be directed to www)	Comment/Recommendation
Ref. No: 22/00635/DIS   Received: Mon 06 Jun 2022   Validated: Mon 06 Jun 2022	Application to discharge condition nos. 7 (construction method statement), 9 (drainage) and 11 (off site public open space) of planning permission ref: 19/00794/OUT (Section 73 application to remove condition 15 (parking layout) of planning permission ref: 15/01092/OUT (Outline application for the erection of up to 9 dwellings all matters reserved save for access)) Land North of The Railway Public House Wigan Road Euxton	The application seeks to remove condition 15 but gives no indication of the off-street parking. EPC would request that a minimum of 2 spaces per premises are provided.
Ref. No: 22/00707/DIS   Received: Thu 23 Jun 2022   Validated: Mon 27 Jun 2022	Application to discharge condition 18 (dwelling emission rate as built) attached to planning permission 16/01184/FUL (Demolition of the existing farmhouse, barn, stables and store and the erection of 3 no. detached houses and associated garages.) Pear Tree Farm Pear Tree Lane Euxton	Energy performance calculations
Ref. No: 22/00691/TPO   Received: Fri 17 Jun 2022   Validated: Tue 28 Jun 2022	Application for works to protected trees - Chorley BC TPO 1 (Euxton) 1996: T1, T2, T3 and T4 Oak trees - 25% crown reduction, dead wood removal and secondary branches removed from highway; and removal of three saplings. 9 Cherryfields Euxton Chorley PR7 6JS	Std A1
Ref. No: 22/00670/TPO   Received: Tue 14 Jun 2022   Validated: Mon 27 Jun 2022	Application for work to a protected tree - Chorley BC TPO 11 (Euxton) 1987: T3 Oak - Veteranise by reducing remaining limbs. 27 Dunnock Drive Euxton Chorley PR7 6QX	Std A1
Ref. No: 22/00669/TPO   Received: Tue 14 Jun 2022   Validated: Mon 27 Jun 2022	Application for works to protected trees - Chorley BC TPO 9 (Euxton) 1999; Fell trees numbered 4, 5, 7, 9 and 26 in arborists report. Runshaw Lodge 90M East of The Cattle Shed Runshaw Hall Farm Runshaw Lane Euxton	Plans or statement are not available via the Chorley Borough Council site therefore EPC cannot comment on the proposal. In principle EPC objects to the proposal until a full examination of plans can take place.
Ref. No: 22/00712/DIS   Received: Fri 24 Jun 2022   Validated: Fri 24 Jun 2022	Application to discharge condition nos. 10 (surface water drainage details) and 13 (contaminated land report) of planning permission ref. 19/00794/OUT (Section 73 application to remove condition 15 (parking layout) of planning permission ref: 15/01092/OUT (Outline application for the erection of up to 9 dwellings all matters reserved save for access). Land North Of The Railway Public House Wigan Road Euxton	The application seeks to remove condition 15 (as in 22/00635/DIS) but gives no indication of the off-street parking. EPC would request that a minimum of 2 spaces per premises are provided.
Ref. No: 22/00746/FUL Received: Wed 06 Jul 2022   Validated: Wed 06 Jul 2022	Erection of a 1.8m wooden fence to side boundary of property and side return with associated planting to provide screening 7 Meadowcroft Euxton Chorley PR7 6BU	No observations

## Current Bank A/c

Payments made between 20/06/2022 and 30/07/2022

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
20/06/2022	Forbes Solicitors	69	40.00			4130	120	40.00	Land reg charge
20/06/2022	Zoom	70	14.39		2.40	4080	120	11.99	Virtual platform
20/06/2022	British Telecom	71	175.09		29.18	4080	120	145.91	Telephony
30/06/2022	Staff salaries	66A	846.00			4000	100	846.00	June
30/06/2022	Staff salaries	66B	-846.00			4000	100	-846.00	Mistake credited
30/06/2022	JRB Enterprise Ltd	67	2,385.60		397.60	4570	200	1,988.00	Dog bags
30/06/2022	Burt Wesley & Sons Ltd	72	288.00		48.00	4530	200	240.00	Green waste removal
30/06/2022	Plusnet	73	6.55		1.09	4080	120	5.46	Mobile
30/06/2022	Water Plus	74	6.38			4500	200	6.38	Water
30/06/2022	Southern Electric	75	184.11		8.77	4500	200	175.34	Electricity
30/06/2022	Unity Trust Bank	76	18.00			4080	120	18.00	Service charge
19/07/2022	Plusnet	77	6.55		1.09	4080	120	5.46	Mobile
19/07/2022	RBS Bank	78	2.45			4080	120	2.45	Charges
19/07/2022	Easy Websites	79	98.40		16.40	4080	120	82.00	Website & Emails
19/07/2022	Water Plus	80	6.38			4500	200	6.38	Water
19/07/2022	Peoples Pension	81	180.75			4000	100	180.75	Pensions
19/07/2022	Pole Green Nurseries	82	45.10		7.52	4510	200	37.58	Plants
19/07/2022	Nuts	83	37.54		6.26	4570	200	31.28	Lock
19/07/2022	Chorley Business & Technology	84	402.00		67.00	4020	120	335.00	Office
19/07/2022	Play Inspection Co	85	333.60		55.60	4570	200	278.00	Inspections
19/07/2022	Floristic	86	150.00			4581	200	150.00	Jubilee wreath
19/07/2022	Screwfix	87	67.05		11.18	4520	200	55.87	Cover
19/07/2022	Staff salaries	88	6,678.35			4000	100	6,678.35	July 2022
19/07/2022	HMRC	89	1,015.99			4000	100	1,015.99	HM Land Registry
<b>Total Payments:</b>			12,142.28	0.00	652.09			11,490.19	

**Bank Reconciliation Statement as at 30/07/2022  
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
RBS Current Account	30/06/2022	203	520.05
RBS High Interest	30/06/2022	128	157.38
RBS Debit Card	30/06/2022	110	4,000.00
Public Sector Deposit Fund	31/05/2022	49	132,435.25
Unity Trust (Current)	30/06/2022	48	4,253.72
Unity Trust (Saver)	30/06/2022	36	158,110.73
TSB	02/05/2022	49	0.01
Co-op	05/04/2022	18	1.40
			299,478.54
<b><u>Unpresented Cheques (Minus)</u></b>			<b><u>Amount</u></b>
20/06/2022 70	Zoom		14.39
19/07/2022 77	Plusnet		6.55
19/07/2022 78	RBS Bank		2.45
19/07/2022 79	Easy Websites		98.40
19/07/2022 80	Water Plus		6.38
19/07/2022 81	Peoples Pension		180.75
19/07/2022 82	Pole Green Nurseries		45.10
19/07/2022 83	Nuts		37.54
19/07/2022 84	Chorley Business & Technology		402.00
19/07/2022 85	Play Inspection Co		333.60
19/07/2022 86	Floristic		150.00
19/07/2022 87	Screwfix		67.05
19/07/2022 88	Staff salaries		6,678.35
19/07/2022 89	HMRC		1,015.99
			9,038.55
			290,439.99
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
			0.00
			0.00
			290,439.99
		<b>Balance per Cash Book is :-</b>	<b>290,439.99</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>0.00</b>
<b><u>Adjustments to Reconciliation</u></b>			
17/09/2020 112	TESCO		0.00
			0.00
		<b>Unreconciled Difference is :-</b>	<b>0.00</b>

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>INCOME</b>						
140 <b>Council</b>						
1100 Grants and Donations RCVD	1,709	0	(1,709)			0.0%
200 <b>Amenity/Utility</b>						
1100 Grants and Donations RCVD	454	0	(454)			0.0%
1550 Income Allotments	3,005	0	(3,005)			0.0%
1570 Income RRM	250	0	(250)			0.0%
220 <b>Other</b>						
1076 Precept	174,291	0	(174,291)			0.0%
1080 Bank Interest Received	232	0	(232)			0.0%
<b>TOTAL INCOME</b>	<b>179,942</b>	<b>0</b>	<b>(179,942)</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>EXPENDITURE</b>						
100 <b>Employees</b>						
4000 Employees	35,467	100,000	64,533		64,533	35.5%
120 <b>Housekeeping</b>						
4010 Payroll Services	150	1,200	1,050		1,050	12.5%
4020 Office Premises	2,306	7,000	4,694		4,694	32.9%
4070 Mileage	764	3,000	2,236		2,236	25.5%
4075 Employee Training	0	4,000	4,000		4,000	0.0%
4080 General Office	1,243	5,300	4,057		4,057	23.5%
4090 Communications	1,500	4,250	2,750		2,750	35.3%
4100 Insurance	0	4,000	4,000		4,000	0.0%
4120 Audit	(263)	1,650	1,913		1,913	(15.9%)
4130 Legal Fees/Planning Investig	40	5,000	4,960		4,960	0.8%
140 <b>Council</b>						
4211 Councillor Training	0	500	500		500	0.0%
160 <b>Grants/S137</b>						
4250 Grants	0	6,000	6,000		6,000	0.0%
4260 Christmas Celebrations	0	3,000	3,000		3,000	0.0%
180 <b>Special Events/Projects</b>						
4300 Euxton Gala	0	1,500	1,500		1,500	0.0%
4310 Road Safety/SPID	0	2,500	2,500		2,500	0.0%
4340 Community Engagement	178	600	422		422	29.6%
4350 ECO/Trees/Foot/Cycle	0	5,000	5,000		5,000	0.0%
4380 Heritage Projects	0	2,000	2,000		2,000	0.0%
4390 Defibrillator Project	0	4,000	4,000		4,000	0.0%
4410 Monarch Passing	0	500	500		500	0.0%
4581 War Memorial	0	500	500		500	0.0%
200 <b>Amenity/Utility</b>						
4500 Utilities	694	1,400	706		706	49.5%
4510 Gardens/Planting/Competitions	1,859	10,000	8,141		8,141	18.6%
4520 Allotments	555	1,000	445		445	55.5%
4530 Millennium Green	1,130	8,000	6,870		6,870	14.1%
4540 All Purpose Committee	0	2,500	2,500		2,500	0.0%
4550 Balshaw Lane area 3 renewal	0	5,000	5,000		5,000	0.0%
4560 Multi/All Weather Greenside (n	0	5,000	5,000		5,000	0.0%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4570 Amenity/Open Space RRM	2,712	42,000	39,288		39,288	6.5%
4581 War Memorial	150	0	(150)		(150)	0.0%
4585 Street Sweeping Machine Fund	3,350	4,250	900		900	78.8%
<b>TOTAL EXPENDITURE</b>	<b>51,835</b>	<b>240,650</b>	<b>188,815</b>	<b>0</b>	<b>188,815</b>	<b>21.5%</b>
<b>Total Income</b>	179,942	0	(179,942)			0.0%
<b>Total Expenditure</b>	51,835	240,650	188,815	0	188,815	21.5%
<b>Net Income over Expenditure</b>	<b>128,107</b>	<b>(240,650)</b>	<b>(368,757)</b>			
plus Transfer From EMR	3,350					
less Transfer From EMR	0					
<b>Movement to/(from) Gen Reserve</b>	<b>131,457</b>	<b>(240,650)</b>	<b>(372,107)</b>			

**POLICY AND DOCUMENT REVIEWS**

<b>Policy or Document</b>	<b>Created/reviewed last</b>	<b>Action/Note</b>	<b>Meeting Mins www</b>	<b>Web</b>
Code of Local Government Conduct 2012 version*	Updated Code presented 19/05/22	None - unless Gov't update	19/05/22	✓
Freedom of Information Publication Scheme* 'FOI'	Reviewed last 20/10/16	None - unless updated	20/10/16	✓
Standing Orders*	Reviewed last 17/09/20		17/09/20	✓
Financial Regulations*	Reviewed last 17/09/20		17/09/20	✓
Complaints Procedure*	Reviewed last 18/10/18		18/10/18	✓
Fraud Detection & Protection Policy*	Approved 15/10/09	Out of date – draft new	21/07/22	
Financial Risk Assessment* <sup>1</sup>	Reviewed last 11/11/21		11/11/21	✓
Review of Effectiveness of the system of Internal Audit* <sup>1</sup>	Reviewed last 18/11/21		18/11/21	
Insurance Asset Register <sup>1</sup>	Reviewed last 21/10/21		21/10/21	
Audit Asset Register <sup>1</sup>	Reviewed last 31/03/22		31/03/22	
Insurance (policy and contents) <sup>1</sup>	Reviewed last 21/10/21		21/10/21	
Apologies protocol	Adopted 16/11/06			
Bullying & Harassment Policy	Created 17/09/09			
Business Continuity Plan	Reviewed last May13			
Committee System All Purposes TOR Leisure TOR Personnel TOR Allotment TOR	Revised 18/08/11 Adopted 14/04/11 Adopted 17/09/20 Revised 19/03/15 Revised 18/04/19			
Communications Protocol	Adopted 17/11/11			
Contracts List	Updated 15/11/18	Late 2019/early 2020	15/11/18	
Data Protection Policy	Approved 15/10/09 Reviewed Sept11/Oct11	Needs revised document		✓



Document Retention List	Reviewed last 15/09/16			
Equal Opportunities Policy	Created 17/09/09			
Filming/Recording Council meetings guidance	Adopted 16/10/14			✓
Grant Policy	Reviewed 20/01/22			✓
Grievance and Discipline Policy	Created 20/08/09			
Health & Safety Policy	Reviewed 18/02/10			
Investment Policy	Adopted 15/03/18			
Lone Working Policy	Adopted 19/1/17			
Meeting Guidance (for public)	Approved 21/01/10 Reviewed Sept11/Oct11			✓
Member/Employee Protocol	Created 20/08/09 Reviewed Sept11/Oct11			
Representative Protocol	Created 17/09/09 Reviewed Sept11/Oct11/Aug13			
Training Policy	Created 20/08/09			

\* Documents/Policies which are required.

<sup>1</sup> Should be reviewed annually prior to 31 March

*This document is a Councillor aid to help identify the policies and documents the Council has in place and when they were introduced or reviewed last. Councillors can access all the documents which are ticked in the 'drive' column*

Euxton Parish Council



# **Anti-Fraud and Corruption Policy**

Adopted by Euxton Parish Council  
21 July 2022

1. Introduction
  - 1.1 Euxton Parish Council is one of the larger Parish Councils within its Borough. It has assets, interests and annual transactions running into many thousands of pounds per annum.
  - 1.2 In administering its responsibilities, the Council will operate financial control systems which mitigate against fraud and corruption, whether it is attempted from outside or inside the Council. The Council is committed to an effective antifraud and corruption strategy designed to:-
    - Encourage prevention
    - Promote detection
    - Identify a clear pathway for investigation.
  - 1.3 The Council expects to lead by example and the propriety and accountability of members and staff at all levels will ensure adherence to all legal requirements, rules, procedures and practices.
  - 1.4 The Council also expects those individuals in outside organisations (eg. suppliers, contractors, services providers) with which it comes into contact, to act with integrity and to assist the Council in implementing measures designed to prevent fraud and corruption.
  - 1.5 The Council's anti-fraud and corruption strategy is based on a series of comprehensive and interrelated procedures, designed to frustrate any attempted fraudulent or corrupt act.

This covers:

- Culture
  - Prevention
  - Detection and Investigation
  - Training
- 1.6 The Council is subject to a high degree of external scrutiny of its affairs by a variety of bodies and people, including:
    - Internal Auditor
    - External Auditor
    - The Public/Council Tax Payer – Annual inspection of the accounts.
    - HM Revenue and Customs

As part of the External Auditor's duty, he or she is required to ensure that the Town Council has in place adequate arrangements for the prevention and detection of fraud and corruption.

### 2. Culture

- 2.1 Euxton Parish Council is determined that the culture and tone of the organisation is one of honesty and opposition to fraud and corruption. There is an expectation and requirement that the many individuals and organisations associated with the Council will act with integrity, and that Council members and employees at all levels will lead by example in these matters.
- 2.2 The Council's employees are an important element in preventing fraud and corruption, and they are positively encouraged and expected to raise any concerns that they may have on these issues where they are associated with the Council's activities. This they can do in the knowledge that such concerns will be treated in confidence, properly investigated and fairly dealt with. Members of the public are also encouraged to report concerns through the Clerk or via Councillors.
- 2.3 The Clerk is responsible for implementing the investigation of any allegation of fraud or corruption and will do so through clearly defined procedures. Where appropriate s/he will appoint an independent investigator and will inform the Police at the appropriate and earliest possible stage of the investigation. The Clerk will also:
- Deal promptly with the matter
  - Record all evidence received
  - Ensure that evidence is sound and adequately supported
  - Ensure security of all evidence collected
  - Contact Auditors
  - Implement Council disciplinary procedures, where appropriate.
- 2.4 The Clerk is expected to deal swiftly and firmly with those who defraud the Council or who are corrupt and will inform the Police at the earliest possible stage of the proceedings. The Council, including members, will be robust in dealing with financial malpractice.
- 2.5 There is, of course, a need to ensure that any investigation process is not misused and, therefore, any abuse, such as raising unfounded malicious allegations, will be dealt with as a disciplinary matter and is likely to be viewed as Gross Misconduct.
- 2.6 No information will be given to the media regarding fraud and corruption investigations until such times as the matter becomes public knowledge, usually through criminal proceedings in the courts.

### 3. Prevention

#### 3.1 Employees

- 3.1.1 The Council recognises that a key preventive measure in the fight against fraud and corruption is to take effective steps at the recruitment stage to establish, as far as possible, the previous records of potential employees, in terms of their propriety and integrity. In this regard temporary and contract employees will be treated in the same manner as permanent employees.
- 3.1.2 Employee recruitment will be in accordance with current best practices and, in particular, the Council will obtain written references regarding known honesty and integrity of potential employees before employment offers are made.
- 3.1.3 Employees of the Council are expected to follow any code of conduct introduced by their own professional body or institute, and attain to uphold the Council's code of conduct for employees or guidelines contained in their employment details. The Council has in place disciplinary procedures that cover all employees. The role that all employees are expected to play in the Council's framework for internal control is explained as part of the induction process.
- 3.1.4 Employees must disclose any financial interests in contracts relating to the Council. Employees are also reminded that they may not accept any fees or rewards whatsoever, other than proper remuneration.
- 3.1.5 New employees will be asked to disclose any criminal convictions as part of the recruitment process. Existing employees should also declare any convictions whilst employed by the Council.

#### 4. Members

##### 4.1 Members are required to operate within the constraints of the following regulations:

- The Councils adopted Code of Conduct.
- Chapter 7 of the Localism Act.
- The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I. 2012/1464).
- Any legislation which revises the above, or is introduced following this policy introduction

#### 5. Internal Control Systems

##### 5.2 The Council has Standing Orders and Financial Regulations in place that set standards for employees when dealing with Council affairs.

- 5.3 The Clerk has a statutory responsibility to ensure the proper arrangement of the Council's financial affairs, and has developed financial codes of practice and accounting instructions, which underpin financial regulations and outline the system, procedures and responsibilities of employees in relation to the Council's financial activity.
- 5.4 The Council has developed financial systems and procedures which incorporate efficient and effective internal controls. This includes adequate separation of duties to ensure that, as far as possible, financial impropriety is prevented. The Clerk will ensure that such controls, including those in a computerised environment, are properly maintained and effective, including documentation and review of the controls.
- 5.5 An external qualified accountant independently monitors the existence, appropriateness and effectiveness of these internal controls.
6. Detection and Investigation
  - 6.1 The internal control systems within the Council have been designed to provide indicators of any fraudulent activity, although generally they should be sufficient in themselves to deter fraud. It is the responsibility of the Clerk to ensure that arrangements are in place to give reasonable assurances of detection and prevention of fraud. However, it is often the alertness of employees and the public that identifies that fraud or corruption may have been committed or is in progress.
  - 6.2 If fraud and/or corruption is reported then the following responses will occur:
    - 6.2.1 Consistent and confidential treatment of information regarding fraud and corruption
    - 6.2.2 Investigation by an independent and experienced person
    - 6.2.3 When appropriate, submission of a full report to the Police
    - 6.2.4 Implementation of a fraud response investigation plan
    - 6.2.5 Optimum protection of the Council's interest
  - 6.3 Depending on the nature and the anticipated extent of the allegation, the Internal Auditor will normally work closely with the Clerk and other agencies, such as the Police, to ensure that all allegations and evidence are properly investigated and reported upon and, where appropriate, maximum recoveries are made for the Council.
  - 6.4 The Council's disciplinary procedures will be used where the outcome of the investigation indicates improper behaviour of an employee. Where financial impropriety is discovered, the Police **will** be called in. The Crown Prosecution Service determines whether a prosecution will be pursued.
  - 6.5 The External Auditor has the power to independently investigate fraud and corruption, and the Council may use their services for this purpose.

### 7. Training

- 7.1 The Council recognises that the continuing success of its anti-fraud and corruption strategy, and its general credibility, will depend largely on the effectiveness of programmed training and the responsiveness of employees throughout the organisation.
- 7.2 To facilitate this the Council supports the concept of induction training, together with detailed and specific training for employees involved in internal control systems, to ensure that their responsibilities and duties in this respect are regularly highlighted and reinforced. The possibility of disciplinary action against employees who ignore such training and guidance is made clear within this strategy.

### 8. Conclusion

The Council has in place a clear network of systems and procedures to assist in the fight against fraud and corruption. It is determined that this arrangement will keep pace with any future development, in both preventative and detection techniques regarding fraudulent or corrupt activities that may affect its operation or related responsibilities.

### 9. Review

This policy statement will be subject to review to ensure its currency.