KING ISLAND COUNCIL

Policy

Fraud & Corruption Prevention Policy

Responsible Officer: GENERAL MANAGER

Date: 30 July 2024

Review Date: 30 July 2028

1. Purpose

This policy provides direction on the Council's governing culture, principles, guidelines, and responsibilities to promote continual fraud and corruption awareness, and for the investigation of alleged fraud and corruption incidents within King Island Council.

2. Background

Fraud – dishonest activity causing actual or potential gain or loss to any person or organisation including theft of moneys or other property by persons internal and/or external to the Council and/or where deception is used at the time immediately before or immediately following the activity.

Corruption - dishonest activity in which a person associated with Council acts contrary to the interests of Council and abuses their position of trust to achieve personal advantage or advantage for another person or organisation. This can also involve corrupt conduct by Council or a person purporting to act on behalf of and in the interests of, to secure some form of improper advantage for Council either directly or indirectly.

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;
- 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.

3. Scope

This policy assigns responsibility for fraud and corruption prevention management to all Councillors, managers and employees. Specific details are outlined in the Fraud and

Corruption Prevention Procedure. All areas of King Island Council will be required to implement practices consistent with this policy and associated procedures.

4. Policy

4.1 RELATED DOCUMENTS

This policy is to be read in conjunction with the following documents:

- Fraud & Corruption Procedure

Policy Statement

King Island 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.

Council aims to prevent, deter and detect incidents of fraud and corruption by raising the awareness of the risk of fraud and corruption, taking necessary actions for its prevention, providing processes for the reporting and investigation of incidents, and protecting those who report suspected fraud or corruption incidents.

Council will not tolerate fraud or corruption amongst its Councillors, employees, volunteers 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 the Council;
- protecting disclosers in accordance with the Public Interest Disclosure Act (2002); and
- Ensure employees are aware of the Fraud and Corruption Prevention Policy and procedures through training and awareness strategies. Consider if it shows a pattern of behaviour, the person's seniority, and the harm or potential harm involved.

AMENDMENT

Council retains the sole discretion to vary, terminate or replace this Policy from time to time. Council will consult before amendments are made and will notify and train those the amendments apply to.

4. Legislation, Terminology and References

Applicable legislation:

All laws in connection with Fraud & Corruption including but not limited to:

- *Local Government Act 1993* (TAS)
- *Criminal Code Act 1924 (Tas)*
- *Integrity Commission Act 2009*
- *Police Offences Act 1935 (Tas) Privacy Act 1988 (Cth)*
- *Public Interest Disclosure Act 2002 (Tas)*
- *Right to Information Act 2009 (Tas)*
- AS 8001:2021 – Fraud and Corruption Control
- Code of Conduct
- Fraud and Corruption Prevention Procedure
- Gifts and Benefits Policy
- Public Interest Disclosure Policy

Definitions	
Term	**Meaning**
Council	King Island Council
Councillor	An elected member of Council known as a Councillor or Alderman or otherwise meeting the definition of a 'councillor' as defined under section 3 of the *Local Government Act 1993* (TAS)
Employee	A person who carries out work for Council as an employee of Council.
General Manager	The general manager of Council as appointed under section 61 of the *Local Government Act 1993* (TAS).
Manager/Supervisor	A person at the Workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.
Other Persons at the Workplace	A person, other than a Councillor, who carries out work in any capacity for Council, including work as: (a) a contractor or subcontractor. (b) an employee of a contractor or subcontractor. (c) an employee of a labour hire company who has been assigned to work at Council. (d) an apprentice or trainee.

	(e) a student gaining work experience; or (f) a volunteer.
Policy	Fraud & Corruption Prevention Policy
Workplace	A place where work is carried out for Council.

References:

Adopted 30 July 2024 – Council Resolution No 185/24

History:

Any previous policies used by Council: Fraud & Corruption Prevention Policy Adopted – Res No: 267/19

POLICY VERSION AND REVISION INFORMATION

Title: Fraud & Corruption Prevention Policy

Policy Maintained by: General Manager

Policy Commencement: 30 July 2024

Policy Review: 30 July 2028

Version No	Date	Resolution No	Responsible Officer
1.0	30.7.2024	185/24	General Manager