

Policy No. 83: Fraud and Corruption Control

POLICY MANUAL

Policy No. 83	Fraud and Corruption Control
Purpose	The purpose of this Policy is to commit the Council to the prevention and control of incidents of fraud and corruption.
Department	Corporate Services
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POLICY

1. Definitions

Council Worker Any person who has been engaged by, or is part of, the Meander Valley Council as any of the following:

- an employee;
- a councillor or any other elected official;
- a committee member or office holder, whether elected, appointed or otherwise engaged;
- a volunteer;
- a contractor, subcontractor or consultant; and
- a trainee, apprentice, intern, placement student or any other person engaged in work experience.

Fraud Inducing a course of action by deceit or other dishonest conduct, involving acts or omissions or the making of false statements, orally or in writing, with the object of obtaining money or other benefits from, or evading a liability to, the Council.

Corruption Dishonest action in which a person acts contrary to the interests of the Council and abuses their position of trust in order to achieve some personal benefit for themselves or advantage/disadvantage for another person or entity.

Whistle-Blower

A person who has or professes to have knowledge of fraudulent or corrupt conduct and who chooses to report it to the appropriate authority.

2. Objective

This Policy provides all Council Workers with a clear framework for understanding, upholding and fulfilling their ongoing responsibilities to prevent, detect and respond to fraud and corruption.

3. Scope

This Policy applies to all Council Workers.

4. Policy

Council has a zero-tolerance stance towards fraud and corruption. Demonstrating a robust ethical framework – founded on honesty, transparency and integrity – is essential for establishing and maintaining trust with the community. The Council is committed to upholding these values and continuing to act in the best interests of the community.

To demonstrate this commitment, the Council will:

- (a) comply with all relevant legislation related to fraud and corruption;
- (b) develop and maintain robust controls to prevent and identify fraud and corruption;
- (c) implement and maintain a Fraud Control Plan, which outlines the procedures for managing instances of real or alleged fraud and corruption;
- (d) foster an environment that values the need to prevent and identify fraud and corruption;
- (e) ensure Council Workers are made and kept aware of their responsibilities to prevent and identify fraud and corruption;
- (f) provide the necessary resources to implement and maintain fraud and corruption training, policies and procedures; and
- (g) protect disclosures made under the *Public Interest Disclosure Act 2002*.

5. Responsibilities

Fraud and corruption control is the responsibility of all Council Workers.

All Council Workers are responsible for:

- (a) complying with all relevant fraud and corruptions laws;
- (b) maintaining an awareness of their obligations under fraud and corruption laws, policies and procedures;
- (c) reporting any instances of fraud or corruption; and
- (d) continuing to appreciate the importance of, and connection between, their actions and the trust built with the community they serve.

Human Resources is further responsible for:

- (a) ensuring training related to fraud and corruption control is delivered to:
 - i. new Council Workers during induction, and
 - ii. all Council Workers on a regular basis; and
- (b) participating in any disciplinary processes related to fraud and corruption control.

The Executive Management Team is further responsible for:

- (a) embedding and encouraging a culture that prevents and effectively addresses fraud and corruption; and
- (b) supporting Council Workers in adhering to this Policy and the Reportable Conduct Scheme.

Elected Members, as the chosen representatives of their community, are responsible for:

- (a) embodying and demonstrating the highest ethical ideals, especially as they relate to fraud and corruption; and
- (b) promoting a culture within the Council and the broader community that values and aspires to live up to those highest ethical ideals.

Further detail about the Council's fraud and corruption controls can be found in the Fraud and Corruption Control Plan.

6. Legislation and Related Standards

Local Government Act 1993

Criminal Code Act 1924

Integrity Commission Act 2009

Police Offences Act 1935

Privacy Act 1988 (Cwth)

Public Interest Disclosures Act 2002

Right to Information Act 2009

Meander Valley Council Code of Conduct (Human Resources Policy)

Meander Valley Council Code of Tenders and Contract 2024

Meander Valley Council Fraud and Corruption Control Plan

Recruitment and Selection Policy and Procedure

Public Interest Disclosure Procedure

7. Responsibility

Responsibility for the operation of this Policy rests with the General Manager.