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Report Type: Risks Report



Report Author: Andrew Wood/ Andrea Isaac

Date: 30 September 2023








Risk Title	Risk Description	Gross Risk	- Assessment	Current Risk	- Assessment	Last Review Date
Staffing (internal)						
Credit Income	Misappropriation of income		4 significant-unlikely		2 significant-very unlikely	30-Sep-23
Assets	Theft of fixed assets		9 serious-likely		2 minor-unlikely	30-Sep-23
Assets	Theft of Council information/intellectual property		12 major - likely		8 major - unlikely	30-Sep-23
Assets	Inappropriate use of Council assets for private use		8 significant - very likely		2 minor-unlikely	30-Sep-23
Petty cash/imprest accounts	Theft of takings disguised by manipulation of accounts		2 minor-unlikely		2 minor-unlikely	30-Sep-23
Expenses claims	Inflated claims		6 significant-likely		2 minor-unlikely	30-Sep-23
Corruption	Disposal of assets - land and property		6 serious-unlikely		3 serious-very unlikely	30-Sep-23
Corruption	Award of planning consents and licences		9 serious-likely		4 significant-unlikely	30-Sep-23
Corruption	Acceptance of gifts, hospitality, secondary employment		6 significant-likely		4 significant-unlikely	30-Sep-23
Car parking	Theft of takings		9 serious-likely		2 minor-unlikely	30-Sep-23
Treasury management	Falsifying records to gain access to loan or investment monies		12 major - likely		4 significant-unlikely	30-Sep-23
Money laundering	Using the council to hide improper transactions		8 major - unlikely		4 significant-unlikely	30-Sep-23
ICT fraud	Improper use of council ICT equipment		12 major - likely		4 significant-unlikely	30-Sep-23

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Employee - general	Abuse of flexi system Falsification of car loans		6 significant-likely		4 significant-unlikely	30-Sep-23
Payment of grants to the public	Grants fraudulently claimed		12 major - likely		4 significant-unlikely	30-Sep-23
Loans & Investments	Misappropriation of funds Fraudulent payment or investment of funds		12 major - likely		4 significant-unlikely	30-Sep-23
Regeneration development corruption	Regeneration development corruption		12 major - likely		4 significant-unlikely	30-Sep-23
Financial statements	The financial statements may be materially mis-stated due to fraud		6 serious-unlikely		4 significant-unlikely	30-Sep-23
New starter	Fraudulent job application		9 serious-likely		4 significant-unlikely	30-Sep-23
ICT abuse	Improper use of IT equipment		9 serious-likely		4 significant-unlikely	30-Sep-23
Benefits fraud - internal	Fraudulent claim by member of staff		9 serious-likely		4 significant-unlikely	30-Sep-23
Cash theft	Theft of takings disguised by manipulation of accounts		4 significant-unlikely		2 significant-very unlikely	30-Sep-23
Cash theft	Theft of cash without disguise		4 significant-unlikely		1 minor - very unlikely	30-Sep-23
Payroll	Payment to non existent employees		2 significant-very unlikely		3 serious-very unlikely	30-Sep-23
Payroll	Over claiming hours worked		6 significant-likely		2 minor-unlikely	30-Sep-23
Payroll	Manipulation of standing data		6 serious-unlikely		2 significant-very unlikely	30-Sep-23
Assets	Theft of current assets		6 significant-likely		4 significant-unlikely	30-Sep-23
Procurement & Contract Management						30-Sep-23
Selection process	Senior staff influencing junior staff involved in a selection process		6 serious-unlikely		4 significant-unlikely	30-Sep-23

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Lack of awareness of the procurement process	Lack of awareness of risks and issues in the procurement process		6 significant-likely		4 significant-unlikely	30-Sep-23
Lack of anti fraud culture	No antifraud culture - no due diligence/risk registers		6 significant-likely		2 significant-very unlikely	30-Sep-23
Contract awarded prior to specification being agreed	Contract awarded prior to specifications being fully agreed and developed; meaning the organisation becomes responsible for additional development and training expenses		6 significant-likely		4 significant-unlikely	30-Sep-23
Manipulation of preferred bidders list	Manipulation of preferred bidders list		4 significant-unlikely		2 significant-very unlikely	30-Sep-23
No formal contract in place	No formal contract in place		8 significant - very likely		4 significant-unlikely	30-Sep-23
Prices reworked	Prices reworked to enable the successful bidder to move up the proposal list following initial bidding		6 significant-likely		4 significant-unlikely	30-Sep-23
Value of contract disaggregated	Value of contract disaggregated to circumvent organisation/EU regulations		12 serious - very likely		4 significant-unlikely	30-Sep-23
Inappropriate high value purchase	Inappropriate high value purchase for an unauthorised purpose		6 significant-likely		4 significant-unlikely	30-Sep-23
Inappropriate use of single tender acceptance	Inappropriate use of single tender acceptance		6 significant-likely		4 significant-unlikely	30-Sep-23
Using agency staff or consultants			4 significant-unlikely		1 minor - very unlikely	30-Sep-23
Initial commercial consultations	Procurement staff being sidelined during initial		12 major - likely		4 significant-unlikely	30-Sep-23

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	commercial consultations and subsequently being presented with a "done deal".					
Contract signing	Contracts signed by member of staff not authorised to do so		12 major - likely		4 significant-unlikely	30-Sep-23
Diversion of funds	Diversion of funds: the risk that a member of staff diverts funds through the set up of non-existent supplier/freelancer		12 major - likely		4 significant-unlikely	30-Sep-23
Bogus vendor	An individual could authorise the set up of a bogus vendor and raise and authorise a purchase order		16 major - very likely		4 significant-unlikely	30-Sep-23
Sale of confidential information	A member of staff could disclose information on bids to other contract bidders		12 major - likely		4 significant-unlikely	30-Sep-23
Creditor payments	Fraudulent requests for creditor payments		9 serious-likely		4 significant-unlikely	30-Sep-23
Fraudulent use for one off payment	Staff use the cheque payment process to send to a bogus vendor		6 serious-unlikely		2 significant-very unlikely	30-Sep-23
Declaration of interests	Lack of declarations of interests		9 serious-likely		4 significant-unlikely	30-Sep-23
Housing tenancy/homelessness						30-Sep-23
Housing allocations	Housing allocated for financial reward fraudulent allocation of property		9 serious-likely		4 significant-unlikely	30-Sep-23
Illegal sub letting	Illegal sub letting of council property		4 significant-unlikely		2 minor-unlikely	30-Sep-23
Homelessness	False claim of homelessness		6 significant-likely		2 minor-unlikely	30-Sep-23
Right to Buy	Fraudulent claim of right to buy discount		6 significant-likely		4 significant-unlikely	30-Sep-23

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Council Tax						30-Sep-23
Single Persons Discount	Single persons discount fraudulently claimed		6 significant-likely		6 significant-likely	30-Sep-23
Discounts/exemptions	Discounts and exemptions falsely claimed		3 minor-likely		2 minor-unlikely	30-Sep-23
Refund fraud			3 minor-likely		2 minor-unlikely	30-Sep-23
Suppressed recovery action	Suppressed recovery action		3 minor-likely		2 minor-unlikely	30-Sep-23
NNDR						30-Sep-23
Void exemption	Void exemption falsely claimed		6 significant-likely		4 significant-unlikely	30-Sep-23
Occupation dates	Occupation dates incorrectly notified		6 significant-likely		4 significant-unlikely	30-Sep-23
Changes to property	Changes to property increase the rateable value		6 significant-likely		4 significant-unlikely	30-Sep-23
Insurance						30-Sep-23
Insurance claims	Claiming for non existent injuries Claiming at another establishment for the same injury overclaiming		9 serious-likely		4 significant-unlikely	30-Sep-23
Other						30-Sep-23
Elections	Fraudulent voting Fraudulent acts by canvassers		12 major - likely		4 significant-unlikely	30-Sep-23
External funding	Fraudulently claiming/using external funding		1 minor - very unlikely		1 minor - very unlikely	30-Sep-23
Housing Benefits/Council Tax Reduction Scheme						30-Sep-23
Benefits fraud -	Claimant fraudulently claims		12 serious - very likely		6 significant-likely	30-Sep-23

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claimant	benefits					
Benefits fraud - third party eg landlord	fraudulent claim by third party		4 significant-unlikely		4 significant-unlikely	30-Sep-23
Cyber	Risk of loss, disruption or damage to the reputation of the Authority from some sort of failure of Information Technology systems				6 serious-unlikely	30-Sep-23
Cyber risk			6 serious-unlikely		6 serious-unlikely	30-Sep-23
Sheltered schemes	Theft of customer monies		4 significant-unlikely		2 significant-very unlikely	30-Sep-23