*Appendix A1*

*CAFT Service Plan 2014-15*

| | Project Number, Name & Description | Expected Outcome | Performance Measures/Milestones | Priority Action? | By Whom (Lead) | By When | Transformation Link | Risk/ Dependency | Workforce Implications | Service L&D Implications |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Achieve Housing/Council Tax Benefit sanctions | 32 sanctions including 10 successful prosecution | Quarterly output of 8 sanctions | | Justin Phillips | April 2015 | No | Suitable cases | | |
| 2 | Housing Tenancy Fraud | Identification of 20 housing tenancies subject to misuse and targeted for possession action (subject to appointment of 2nd officer) | Tenancies subject to misuse identified and surrendered or possession action sought. Notional costs of freed tenancies (£18,000 x waiting list time in years) | | Justin Phillips | April 2015 | No | Subject to successful recruitment to 2nd post and timely housing management and Legal Services possession action | | |
| 3 | Pan London Housing Fraud Hub | Harrow data (CTRS, Housing & Waiting list) input into pan London fraud hub for initial datamatch and more general interrogation to aid prevention of housing assessment fraud – subject to IT security | Data uploaded in appropriate specification and identification of housing assessment fraud cases | | Justin Phillips | April 2015 | No | Subject to data security requirements being satisfied | | |
| 4 | Blue badge proactive fraud drives in conjunction with Councils 'Weeks of Action' programme | Identification of blue badge misuse and associated follow up sanctions | Delivery of a fraud drive working with Met Police SNT's in each quarter | | Justin Phillips | April 2015 | No | Safer Neighbourhood Team resources | | |

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| 5 | **Fraud risk review of Direct Payment cases** | **Identification of direct payment fraud/financial irregularity through a sample review of high risks cases** | **DP fraud amounting to £50K identified and assistance provided with loss recovery** | | **Justin Phillips** | **April 2015** | **No** | **Co-operation of Personalisation Team in accessing appropriate data** | |
| 6 | **Fraud risk review of Insurance cases** | **Identification of Insurance fraud/financial irregularity through a sample review of high risk cases** | **Insurance fraud amounting to £10K identified and assistance provided with loss recovery** | | **Justin Phillips** | **April 2015** | **No** | **Appropriate cases being available** | |
| 7 | **Proceeds of Crime Act 2002 (POCA)** | **Identify and pursue 4 suitable cases to recover criminal proceeds** | **15K recovered** | | **Justin Phillips** | **April 2015** | **No** | **Availability of appropriate cases and Brent Trading Standards Financial Investigation Unit** | |
| 8 | **NFI 14/15 exercise data submissions** | **Data subject privacy notices reviewed, data extracted and uploaded securely to Audit Commission as per specification and to deadline** | **Data subject privacy notices compliant with Information Commissioner Guidance and data uploaded securely** | | **Justin Phillips** | **Oct 2014** | **No** | **Co-operation of both internal and external organisations responding to requests** | |
| 9 | **Income opportunities/ generation** | **Identification of income through administrative penalties, caution fines and HB overpayment recovery through fraud work** | **20K recovered** | | **Justin Phillips** | **April 2015** | **No** | **Availability of appropriate cases and subject to changes in the way this income is reflected for accounting purposes** | |
| 10. | **Deliver an anti-fraud week campaign** | **Deliver an anti-fraud week campaign and co-ordinate communications prior, during and after the week** | **Raised fraud awareness throughout borough and fraud identified each day through joint operations** | | **Justin Phillips** | **April 2015** | **No** | **Co-operation of both internal and external organisations in planning** | |