



EMP-RISK-002 | Fraud and Corruption

Strategic Context

Strategic Link	Objective
☒ United ☒ Safe & Healthy ☒ Beautiful & Respected ☒ Prosperous & Equitable	The objective of this policy is to provide a clear and consistent framework for preventing, detecting, reporting, and managing fraud and corruption at the Shire of Halls Creek (Shire). To promote/ensure a culture of integrity, accountability, and ethical conduct, with zero tolerance for any fraudulent, corrupt, or improper behaviour in the governance of the Shire.

Introduction

1. This policy defines and affirms the Shire of Halls Creek Council (Council) commitment to the identification, prevention and management of the risks associated with fraud and corruption. The Shire recognises that fraud and corruption are illegal and contrary to the Shire's organisational values.
2. Acts of fraud and corruption can create financial losses, reputational damage and undermine public confidence in the Shire Council and administration. This policy is an overview of the Council's commitment to the identification, prevention and management of the risks associated with fraud and corruption.

Purpose

3. The purpose of this policy is to outline the Shire's commitment to preventing, detecting and responding to fraud and corruption.
4. This policy provides a framework to uphold ethical standards, strengthen internal controls, and promote a culture of accountability.

Policy Scope

5. This policy applies to all activities, decisions and services undertaken by Shire Councillors, Committee members, employees (including permanent, casual and temporary employees, contractors, consultants, service providers, volunteers, and any other individuals acting for, or on behalf of, the Shire.

Policy Statement

6. The Shire is committed to maintaining the highest standards of integrity across all operations, fostering a culture in which fraud and corruption are not tolerated, encouraging employees,



Councillors and stakeholders to report suspected incidents without fear of reprisal, and ensuring that all allegations are managed promptly, fairly, consistently and in accordance with applicable legislative and governance requirements.

Principles Underpinning the Policy

Principle Name	Principle Definition
Good Governance	Policy implementation and adherence will support transparency, accountability and public confidence in Council.
Accessibility	Procedures for reporting fraud and corruption to ensure they are accessible for all relevant persons.
Privacy and Dignity	The Shire will ensure confidentiality and protection against any retaliation for those reporting in good faith.
Legislative Compliance	All practices must comply with the <i>Local Government Act 1995</i> and related legislation.
Accountability	Reporting procedures must be managed in accordance with statutory requirements.

Definitions

Term	Meaning
Fraud	Dishonest or deceptive activity intended to gain a benefit, avoid an obligation, or cause a disadvantage or loss to the Shire.
Corruption	The abuse of position, power, or trust for personal gain or the gain of another, including bribery, inducements, and misuse of information.
Misconduct	Any action contrary to laws, regulations, professional standards, or Shire policies that compromises integrity.

Policy Details

7. Fraud and Corruption Prevention and Control

7.1 The Shire commits to undertake regular and thorough risk assessments to identify and address potential fraud and corruption risks, with particular attention to high-risk areas such as procurement, contract management, regulatory services and the misuse of Shire resources. The Shire will maintain appropriate internal control systems and segregation of duties, apply recruitment processes that include integrity and suitability checks where appropriate, implement education and awareness programs for employees and Councillors, and establish clear reporting, investigation and disciplinary processes to support the prevention and management of fraud and corruption.

8. Reporting Procedures

8.1 Employee and stakeholders are encouraged to report any suspected fraud, corruption or misconduct as soon as practicable to their immediate Supervisor or Manager, the Chief Executive Officer or the Public Interest Disclosure Officer (PID) or, where appropriate, to a relevant external authority such as the Western Australian Corruption and Crime Commission.

9. Investigation and Response

9.1 All reported incidents will be assessed and, where warranted, investigated in a confidential, impartial and timely manner, in accordance with applicable legislative and procedural requirements. Where appropriate, corrective action may include disciplinary action up to and including termination, referral or notification to law enforcement or relevant regulatory authorities, and the review and strengthening of systems, controls and processes to reduce the risk of recurrence. The Shire reserves the right to pursue recovery of any losses incurred because of fraud, corruption or misconduct, where the likely benefits of recovery action are considered to outweigh the associated costs.

10. Monitoring and Review

10.1 The Shire will maintain a Fraud and Corruption Risk Register, undertake periodic reviews of internal controls and the effectiveness of this policy, and promote continuous improvement to strengthen fraud and corruption prevention, detection and response, while ensuring ongoing compliance with relevant legislative and governance requirements.

Accountability

11. Council is responsible for overseeing the strategic direction of fraud and corruption prevention and management, and for ensuring that appropriate resources are allocated to support the effective implementation of this policy. The Chief Executive Officer is responsible for the administration and enforcement of this policy, ensuring that internal systems and controls are robust and effective, and overseeing investigations or referrals where required. Managers and Supervisors are responsible for maintaining effective operational controls, monitoring fraud and corruption risks within their areas of responsibility, and ensuring employees are aware of and understand their obligations under this policy. Employees, contractors and volunteers are responsible for complying with this policy, acting ethically and honestly, and promptly reporting any suspected fraud, corruption or misconduct.



Related Documentation / Legislation

Legislation	Shire of Halls Creek Documentation
a. <i>Local Government Act 1995 (WA)</i>	a. Shire of Halls Creek Risk Management Framework
b. <i>Corruption, Crime and Misconduct Act 2003</i>	b. EMP-GOV-001- Code of Conduct – Council Members, Committee Members and Candidates
c. <i>Public Interest Disclosure Act 2003</i>	c. Code of Conduct – Employees
d. <i>Local Government (Financial Management) Regulations 1996</i>	d. Policy A14 Public Interest Disclosure
e. <i>Local Government (Audit) Regulations 1996</i>	
f. AS 8001:2021 Fraud and Corruption Control	

Policy Review

12. This policy will be reviewed every two (2) years, or earlier if required due to legislative change, audit findings or a resolution of Council.

Document Control

Relevant delegations	Nil		
Risk Evaluation	Low		
Council adoption	23 July 2026	Resolution	2026/075
Next review due	July 2028		