

Committee Report Checklist

Please submit the completed checklists with your report. If final draft report does not include all the information/sign offs required, your item will be delayed until the next meeting cycle.

Stage 1

Report checklist – responsibility of report owner

ITEM	Yes / No	Date
Councillor engagement / input from Chair prior to briefing	Yes	
Relevant Group Head review	Yes	
MAT+ review (to have been circulated at least 5 working days before Stage 2)	N/A	
This item is on the Forward Plan for the relevant committee	Yes	
	Reviewed by	
Finance comments (circulate to Finance)	AB	14/10/26
Risk comments (circulate to Lee O'Neil)	LH	14/10/26
Legal comments (circulate to legal@spelthorne.gov.uk)	LH	14/10/26
HR comments (if applicable)	N/A	

For reports with material financial or legal implications the author should engage with the respective teams at the outset and receive input to their reports prior to asking for MO or s151 comments.

Do not forward to stage 2 unless all the above have been completed.

Stage 2

Report checklist – responsibility of report owner

ITEM	Completed by	Date rec'd
Monitoring Officer commentary – at least 5 working days before MAT	L Heron	14/10/26
S151 Officer commentary – at least 5 working days before MAT	T. Collier	14/10/26
Commissioner engagement	J. Kingston	14/10/26
	Delete as applicable:	No issues
Relevant MAT member sign-off	LH	14/10/26
Report reviewed by Management Team		

Council

22 October 2026

Title	Amendments to the Constitution – part 5(f) Counter Fraud, Bribery and Corruption Strategy
Purpose of the report	To make a decision
Report Author	Linda Heron, Group Head Corporate Governance and Monitoring Officer
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	This item is not in the current list of Corporate Priorities but still requires a Council decision.
Recommendations	Council is asked to: Approve the Constitution be updated with the amended Counter Fraud, Bribery and Corruption Strategy
Reason for Recommendation	To support the Council's commitment to reducing fraud by providing effective counter fraud arrangements.

1. Executive summary of the report

What is the situation	Why we want to do something
- The Council's Counter Fraud, Bribery and Corruption Strategy ("the Strategy") was reviewed by the Audit Committee in February 2026. - The Audit Committee approved minor changes to the Strategy.	The Audit Committee resolved to make a recommendation to Council to update the Constitution with the revised Counter Fraud, Bribery and Corruption Strategy.
This is what we want to do about it	These are the next steps
To approve the inclusion of the updated Strategy in the Constitution.	Approve the revised Strategy for inclusion in the Council's Constitution. If approved, the Council's Constitution will be updated.

2. Key issues

- 2.1 The Council's Counter Fraud, Bribery and Corruption Strategy ("the Strategy") is contained in part 5(f) of the Constitution. The Strategy is reviewed annually, and the outcome is reported to the Audit Committee.

- 2.2 The last scheduled review took place early this year. In light of the Local Government Reorganisation only minor amendments had been proposed at that stage to ensure that the Strategy is aligned with current arrangements, and no substantive changes to the underlying principles or processes under the Strategy had been proposed.
- 2.3 The revised Strategy was presented to the Audit Committee on 24 February 2026. The Committee approved the updated Strategy and made recommendation to Council to update the Constitution with the revised Strategy.
- 2.4 Regrettably, due to operational constraints this item was inadvertently omitted from the agendas of the subsequent meetings of the Council in April and July 2026. Officers acknowledge this oversight and offer their unreserved apologies.
- 2.5 For ease, the proposed amendments are shown in track change – please see Appendix 1. A clean copy of the revised Strategy accompanies this report at Appendix 2.
- 2.6 The overarching purpose of the Council's Strategy is to minimise the incidence and impact of fraud, corruption and bribery across the Council, while ensuring there is a clear and effective means for individuals to report any concerns or suspicions of malpractice.
- 2.7 The Strategy is in line with best practice and continues to underpin the Council's commitment to dealing effectively with all forms of fraud, bribery, and corruption, demonstrating the important role it plays in the overall corporate governance framework.

3. Options appraisal and proposal

- 3.1 To approve the amended Counter Fraud, Bribery and Corruption Strategy be included in the Council's Constitution. (**Recommended Option**) This will ensure the Constitution is up-to-date and the Strategy is easily accessible.
- 3.2 To not approve the amended Strategy be included in the Council's Constitution. This would mean that this section of the Council's Constitution is out-of-date. (not recommended)

4. Governance and Risk Considerations

- 4.1 Risks and consequences associated with fraud, bribery and corruption include financial losses (potentially high value), reputational damage to the Council, corporate liability and offences, harm to staff or the local community, and reduced public services for the borough's residents.
- 4.2 The Council's Strategy is aligned with CIPFA's Code of Practice on Managing the Risk of Fraud and Corruption, and the Council continues to follow recognised best practice. Fraud risks are assessed across all service areas, and appropriate controls and mitigation measures are put in place.
- 4.3 The threat of fraud against the Council is one of the key areas under the Council's Governance Assurance approach to risk management, with

assurance levels reported to the Audit Committee through a Governance Assurance Register.

5. Financial implications

- 5.1 There are no direct financial implications arising from updating the Constitution.

6. Legal comments

- 6.1 The Council is under a statutory Public Sector Equality Duty pursuant to section 149 of the Equality Act 2010, and an updated Strategy will assist the Council to discharge this duty.
- 6.2 Whilst consideration of the Council's anti-fraud, bribery and anti-corruption arrangements is within the Terms of Reference for Audit Committee, amending the Constitution is a function reserved to Council (Article 4 para 4.2(a) of the Constitution).

Corporate implications

7. Commissioners' comments

- 7.1 No issues from Commissioners.

8. S151 Officer comments

- 8.1 No direct financial implications arising, however, having robust and effective counter fraud, anti-bribery and corruption governance arrangements, helps protect council taxpayers funds and ensure value for money outcomes.

9. Monitoring Officer comments

- 9.1 The Monitoring Officer confirms that the relevant legal implications have been taken into account.

10. Procurement comments

- 10.1 There are no procurement implications arising directly from this report.

11. Equality and Diversity

- 11.1 The proposed alterations to the Constitution are not considered to impact on protected characteristics or other equalities issues.

12. Sustainability/Climate Change Implications

12.1 There are none.

13. Other considerations

13.1 There are none.

14. Local Government Reorganisation Implications

14.1 LGR procurement and contracts extension principles do not apply to the subject matter of this report.

15. Timetable for implementation

15.1 If approved for inclusion in the Constitution, the Constitution will be updated with the updated strategy.

16. Contact

16.1 Linda Heron, l.heron@spelthorne.gov.uk

***Please submit any material questions to the Committee Chair and Officer
Contact by two days in advance of the meeting.***

Background papers:

[Audit Committee 24 February 2026 agenda item 7 - Counter Fraud, Bribery and Corruption Strategy - Spelthorne Borough Council](#)

Appendices:

Appendix 1: Track change version of the Counter Fraud, Bribery and Corruption Strategy (reviewed February 2026)

Appendix 2: Clean version of Counter Fraud, Bribery and Corruption Strategy (February 2026)