



Centre for Training
in Social Housing

Training Bulletin



In this Bulletin

[Fraud and corruption prevention resources](#)

[North Shore Community Housing](#)

[DoCS](#)

[Housing NSW](#)

[ICAC](#)

[NSW Auditor General](#)

[Jobs Australia](#)

[Federation fraud workshop](#)

Contact Us

[Federation website](#)
[General Email](#)

Fraud and corruption prevention resources [References for members developing fraud and corruption prevention policies and procedures](#)

Under the performance requirement 5.1 (Fraud and corruption) of the new regulatory code Community Housing Division funded housing providers will have to:

“(a) have systems in place that are designed to prevent, monitor, report on and respond, to instances of fraud, corruption and criminal conduct of a similar kind; and(b) ensure that there are no serious or repeated instances of fraud, corruption or criminal conduct of a similar kind in connection with its operations.” Source: Registrar of Community Housing 2009 The Evidence Guidelines.

Members have requested support from the NSW Federation of Housing Associations in developing materials in this area.

We will hold a workshop on fraud and corruption prevention later in June, subject to demand from the sector.

As a first step and in the interest of providing information as quickly as possible we are circulating this list of useful resources on fraud and corruption prevention now.

Successful fraud and corruption prevention is an ongoing risk management process that needs active involvement at all levels of the organisation. Hopefully these resources will help providers develop their own processes.

USEFUL RESOURCES ON FRAUD AND CORRUPTION PREVENTION

[North Shore Community Housing's Code of Conduct and Ethics, Reducing the Risk of Fraud and Corruption Policy, Gifts, Donation and Whistleblower polices](#)

North Shore Community Housing have developed the policies listed above and have very generously agreed to share them with the sector. They are attached as .pdfs to this email.

[Department of Community Services Guide to Fraud Risk Assessment](#)

Extremely useful practical guide to the main fraud risks in Community Services. While housing associations may have some different specific risks, the Guide provides an excellent framework for considering fraud risks from different sources including administration, HR, IT, procurement etc. It describes a risk management template for organisations to consider and give a risk score to. Housing Associations could adapt this concept and use it to consider their own fraud risks and set up their own control mechanisms.

<http://bit.ly/4k1GKq>

Housing NSW's Code of Conduct and Ethics

An excellent and comprehensive resource which clearly relates HNSW's core values to the need to prevent corruption, misconduct and conflicts of interests. Also contains sections on gifts and benefits, use of equipment and secondary employment

<http://bit.ly/Z7fYU>

Independent Commission Against Corruption (ICAC) resources

ICAC was created by the ICAC Act 1988 and its primary role is to 'investigate, expose and prevent corruption involving or affecting public authorities or public officials'. While housing associations may not be considered 'public authorities' ICAC establishes good practice principles for any agency using tax payers' funds.

ICAC Corruption risk management tip sheet

Provides a summary of the importance of corruption risk management and identifies some corruption risks in the public sector

<http://bit.ly/nTkhP>

ICAC Managing gifts and benefits in the public sector toolkit

Information on developing a gifts and benefits policy from a public sector perspective. Contains sample gifts and benefits declaration forms and a gifts and benefits checklist

<http://bit.ly/l9dhc>

Managing the risk of corruption: A Training Kit for the NSW Public Health Sector

A training resource which includes material on recognising corruption, managing conflicts of interest and preventing corruption. It is written from a health service perspective but contains valuable information that could be applicable in community housing.

<http://bit.ly/gPsDu>

NSW Auditor General Fraud Control Improvement Kit

Includes materials for a Fraud Control Improvement Workshop including a facilitators' guide.

<http://bit.ly/ehS0L>

Jobs Australia Fraud Control Policy and Management Plan

This provides a useful template for setting up a fraud control policy and establishing the role of a fraud control officer. It also contains material on raising fraud awareness in the organisation, case studies on types of fraud and a whistleblower guide.

<http://bit.ly/ISF3M>

Disclaimer: None of the resources specified are intended as legal guidance and are referenced as indicative research material only. The copyright for the different material remains with the authors and you should check what restrictions the copyright owners place on the use of the material. The links have all been tested but cannot be guaranteed. Please paste the address in your web browser if you are having difficulty following the links.

Fraud and corruption workshop and sharing sector knowledge

If you would like the Federation to host a sector workshop on fraud and corruption please let us know. We would aim to hold the session at the end of June and it would allow providers to have a facilitated session on fraud and corruption prevention. We would also encourage all housing associations to share any relevant policies or procedure material that they have developed. Please email adamwest@communityhousing.org.au with polices you are prepared to share or to express an interest in the fraud workshop.

NSW Federation of Housing Associations Inc

Suite 301, 64-76 Kippax Street, Surry Hills NSW 2010 Australia | T +61 (0)2 9281 7144 | F +61 (0)2 9281 7603

About this e-mail: You've received this email from NSWFHA because you've expressed an interest in NSWFHA and have given NSWFHA permission to communicate with you via email, as advised in NSWFHA's [privacy policy and disclaimer](#). If you prefer not to receive email from NSWFHA in the future, simply [click here](#) to unsubscribe. For enquiries please visit our website www.communityhousing.org.au or contact Adam West on 9281 7144 ext 211 or nswfha@communityhousing.org.au