

By: The Head of Audit & Risk

To: Governance & Audit Committee
4 December 2007

Subject: **INTERNAL AUDIT REPORTING – IRREGULARITIES**

Accountable Officer: The Head of Audit & Risk

Classification: Unrestricted

Summary: This report provides brief details of all irregularity cases completed during the period August to October 2007.

FOR INFORMATION

Introduction

1. In line with best practice and as agreed by Members of the Audit Committee at their meeting on the 1 March 2005, this report summarises the outcome of irregularity investigations that have been concluded within the period from August to October 2007.
2. During the period, seven new cases of potential irregularity were reported, for which investigations are continuing. Where significant, details of these irregularities are reported separately to the Chairman of the Governance and Audit Committee during informal meetings, to ensure that he is made aware of possible problems as they arise.
3. Appendix 1 summarises the investigations that have been completed within the period.

Recommendation

4. Members are asked to note this report.

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4 December 2007

Summary of Irregularity Cases Concluded in the Period August to October 2007

Ref	Directorate	Nature of Irregularity	Value	Outcome
729	CF&E	Inappropriate Use of computer	N/A	<ul style="list-style-type: none"> A teacher whilst searching the Internet for material to include in a lesson left the PC unattended. Pupils then used the PC to view material obtained and in doing so viewed inappropriate material which was noticed by another teacher who reported it to the Deputy Head Teacher. The teacher has been reminded of the school's internet use policy.
731	CF&E	Inappropriate use of electronic communications	N/A	<ul style="list-style-type: none"> A member of staff placed an inappropriate item on ClusterWeb. The member of staff was suspended and a disciplinary hearing was held in which he was found guilty of Misconduct.