

By: **Charles Findlay, Chairman – Governance and Audit Committee**
To: **Janet Dawson, Head of Audit & Risk**
Governance & Audit Committee – 4 March 2009
Subject: INTERNAL AUDIT REPORTING – IRREGULARITIES
Classification: Unrestricted

Summary: This report provides brief details of all irregularity cases completed during the period November 2008 to January 2009.

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 November 2008 to January 2009.
2. During the period, four 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 outcomes of completed investigations within the period.

Recommendation

4. Members are asked to note this report.

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Head of Audit & Risk
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16 February 2009

Summary of irregularity cases concluded in the November 2008 to January 2009

Appendix 1

Ref	Directorate	Nature of Irregularity	Value	Outcome
xx736	E&R	Member of staff working for another LA	£7,000	<ul style="list-style-type: none"> ▪ A member of staff employed full time via an agency to carry out road inspections was also being paid to work full time for other local authorities. ▪ Attempts have been made in conjunction with the other local authorities involved to recover money paid to the employee but this has not proved possible as he cannot be traced.
xx760	CFE/KASS	Falsifying documentation	£22,000	<ul style="list-style-type: none"> ▪ A member of staff falsified SS324 forms (Request for Client Support) to enable payments to be processed, cash to be collected by client, or on behalf of client. ▪ A disciplinary case was held in which the member of staff admitted to thefts and was dismissed. ▪ The case was also pursued by the police and the former employee appeared in court where he was found guilty and sentenced to six months imprisonment of which he served eight weeks.