

Investigation Team – Progress Report

Resources



Following a successful recruitment process, a highly experienced Home Office, criminal investigator has been appointed and commenced duties on the 26th February 2018. The officer is a College of Policing, Professionalising Investigation Programme (PIP) assessor and mentor and will help to improve the skills and knowledge base of the Investigation Team and Internal Audit.

The team is now back to full strength with 2.5 full time equivalents.

Training

Further to attending the CIPFA, Accredited Counter Fraud Technician Training during November, the Investigation Assistant has successfully completed the course and has received positive feedback on their assignment and has attained the Accredited Counter Fraud Technician qualification.

The Investigation Team was asked to write and deliver (mandatory) face to face training for officers who would be required to undertake employee investigations, from the commencement of the current Disciplinary Policy in April 2016. Due to the success of the training, a number of Directorates have decided to send all supervisors onto the 1 day course. To date the Investigation team has delivered 39 sessions with 307 attendees, all have completed a feedback form and 100% have been satisfied with the training received.

Following demand, a half day training session for disciplinary investigation, note takers has been developed, and is being delivered by the Investigation Team. To date 4 sessions have been delivered with 32 attendees, 100% have been satisfied with the training received.

Policies and Procedures

A revised Fraud, Bribery and Corruption Policy has been drafted and will be presented to the Audit Committee.

An Open Source - Online Investigation Policy has been produced and is due to be presented to the Senior Management Team.

Police investigation

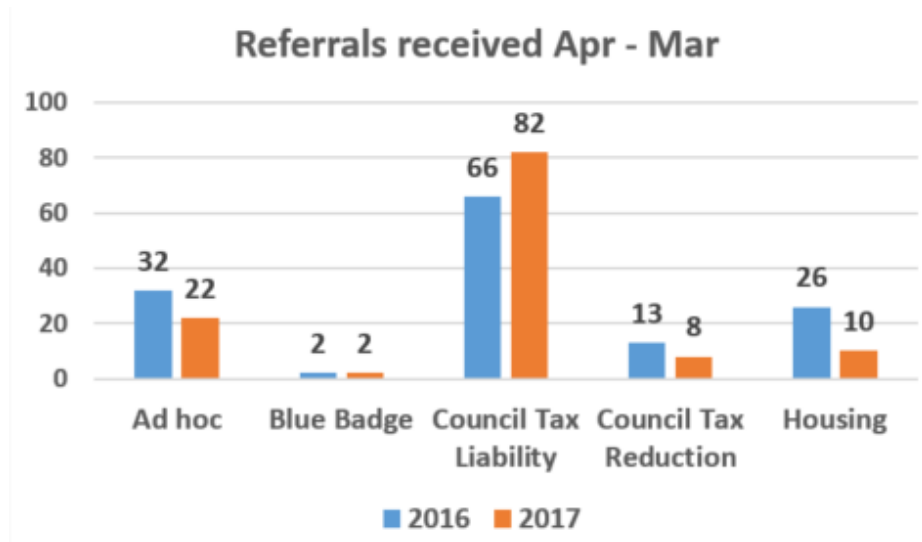
As has been reported in the media, there is a current fraud investigation underway that involves a number of staff. The Internal Audit, Investigation Team is coordinating the Council's internal investigation and continues to support South Wales Police with their enquiries. It would not be appropriate to disclose any further information at this time.

Whistleblowing

Cardiff Council has a Whistleblowing Policy and has produced "A Simple Guide" leaflet, this will be re-communicated to staff via the Core brief.

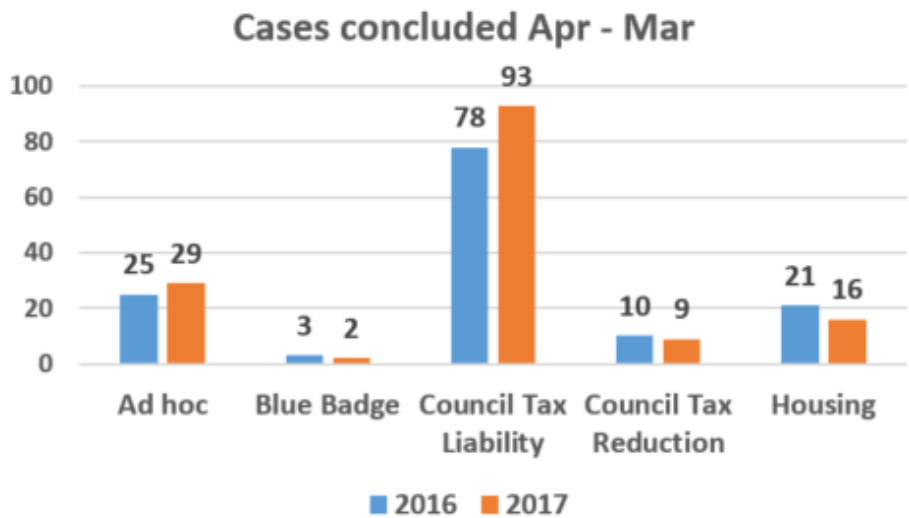
Reactive - Referrals

124 referrals have been received by the team, compared to 115 last year:

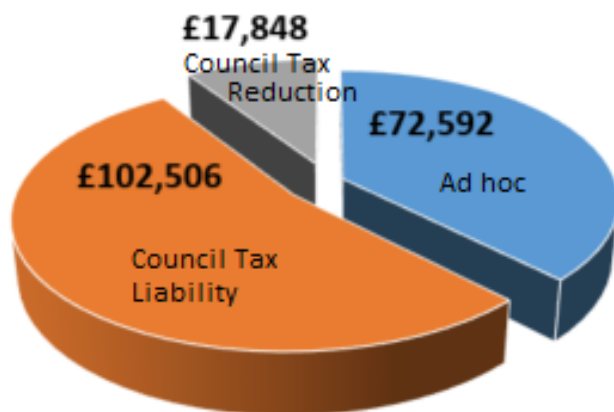


Investigations concluded

149 cases were concluded with a value in excess of £190,000 compared to 137 cases last year for the same period:



Value of concluded investigations



Adhoc referrals relate to employee misconduct or allegations of fraud committed by external persons against the Council. Employee investigations may be led by the Investigation Team, or assistance / advice will be provided.