Internal Audit Appendix A

## Whistleblowing Details 2009/10

## Summary of cases for the 2nd Quarter

Month	Number of reported cases		
July'09	4		
Aug '09	3		
Sept'09	2		

		Date	Outcome
Date	Detail of allegation	Completed	
06.07.09	Allegation of staff continuing to breach the council's smoking policy.	16.11.09	Passed to department to investigate. Staff interviewed and reminded of the instructions regarding smoking and the relevant memo was reissued and explained to them. Check on flexi reports confirmed staff were, in fact, clocking out when going on smoke breaks. Instructed to smoke away from the entrance to the building and breaks should be taken in small numbers to ensure appropriate cover within the office at all times. Situation continues to be monitored.
07.07.09	Allegation of a continued breach of the council's smoking policy within a WDC complex.	16.11.09	Passed to Dept to investigate. Spot check carried out on the complex in question. There was no evidence of smoking within the complex at that time however the employee admitted that she had previously smoked out of a window as she did not feel safe standing outside in the street during the night. She was reminded that smoking was not acceptable and the practice must cease forthwith as disciplinary action could result from a further breach. Further spot checks have taken place to ensure there has been no smoking in the complex. Employee offered assistance with smoking cessation, but this was declined.
23.07.09	Allegation of an employee working elsewhere while off sick from WDC work	21.08.09	Investigation carried out by Department. Allegation unfounded.
26.07.09	Allegation that an employee is taking drugs at work	19.08.09	Passed to Department to investigate. Investigation carried out and it was found that there were no grounds to substantiate the allegation.

			investigated. Dept advises that this seems to be a neighbour dispute over street parking and the
13.08.09	Various allegations surrounding the misuse of council vehicle including: •driving a council vehicle while under the influence of alcohol. •brings the vehicle home and obstructs residents driveways • is abusive when asked to move the vehicle. • allows his grandchildren to access the vehicle and drives them up and down the street.	17.09.09	employee appears to be being singled -out as being identifiable from his WDC vehicle. Employee has agreed to recognise the issues raised and will try his best to avoid confirmation of this kind again. Employee has agreed to report any further challenge in relation to parking of the WDC vehicle to his supervisor. Employee did confirm that his grandchildren have sat in the cab of the lorry, but denies that the engine has been running or that the vehicle has been moving. He agreed not to do this again. Dept has recommended that no further action is required in this case at this time but the situation will be monitored.
			Allegations do not relate to an WDC employee.
	Allegation of inappropriate behaviour		Department asked to pass allegation on to the
15.08.09	by Council Tenant	17.08.09	appropriate officer.
24.08.09	Caller was visiting a WDC establishment where a dog was running around the reception area. Clients were distressed from the dog's behaviour and noise. The caller tried on two occasions to get staff but staff could not be found to help the caller.		Passed to Dept to investigate. As there was very little factual information (caller did not provide date and time) their investigation was limited.  However it was found that there was a young dog in the building in the afternoon of Saturday 15th August and that the owner of the dog was present and in control of it when observed by the team leader on duty.  Depending on the time of day the visitor was present, the staff may have been busy elsewhere throughout the establishment. Due to the ratio of clients to staff there cannot always be staff available at reception. A client who tends to sit in the reception area rather than the lounge could not recall an incident of that sort.  Staff have been asked to be more vigilant.
24.08.09	Allegation of non payment of council	<i>3</i> 1.08.08	Passed to department to follow up 3.9.09. Allegation
2.9.09	tax	03.09.09	does not relate to an employee.
3.9.09	Allegation that a section head is not following maximising attendance procedures	22.09.09	Passed to department to investigate 3.9.09 - Response rec'd 22.09.09 - allegation unfounded