

**IRREGULARITY INVESTIGATIONS REPORT 2012/113**

1. During quarter 1 & 2, 3 cases of potential irregularity were reported to Internal Audit. 2 are still being investigated and the third is highlighted below.

**Significant SFI's**

2. **12 Overpayments of Salary £16,010.44:** These overpayments were not fraudulent in nature and the majority can be attributed to a lack of communication between management, HR and Payroll regarding changes in hours, staff leaving; overtime keyed incorrectly; incorrect sick pay; payments to incorrect employee; SIMS integration errors or inputting errors. The overpayments were identified either by payroll staff, the employee concerned or management. Wherever possible these overpayments have been or will be recovered via the payroll system. It is anticipated that the majority of overpayments will be recovered. The percentage of overpayments recovered as at October 2012 was 42%. As there were 15 similar overpayments (£15,382.42) up until the end of September 2011 this represents a slight reduction in the number of overpayments in the first half of the year.

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