



Delivering local investigations

Handout 1

As investigating officer you have received the following allegation (**Appendix A**) that requires investigation.

You have also received a letter from the member who is the subject of the investigation (**Appendix B**).

Exercise

- 1) From a proportionality perspective assess the allegations, i.e. set out the nature of the evidence you will be collecting, from who and how.
- 2) Undertake a risk assessment of your initial investigation plan.

Appendix A

15 August 2008

Dear Monitoring Officer,

Allegations that Councillor K. Keegan has failed to comply with the Code of Conduct

I write in respect of the appalling conduct shown by Councillor K. Keegan, member of the Wembley District Council at the meeting of the Council held on 14 August 2008.

During the course of the meeting Councillor Keegan made the following comments, the majority of which were directed at members of my political group:

“Councillor McClaren is a has-been who does not know what day of the week it is.”

“All members of the X party take backhanders and have their noses in the troughs.”

“Councillor Ferguson is a pillock.”

“The chief executive does whatever the leader wants regardless of whether it is the right thing or not for the council.”

These comments were witnessed by the following members of my group – councillors A, B, C, D, E, F, G, I and J. All nine members have stated that they would welcome a face to face interview with the investigator carrying out the investigation.

Personally I would also like to let you have more detail/corroborations on the points that I have outlined above.

I look forward to hearing from you

Yours truly,

Councillor F. Capello
Leader of the Opposition and X party

Appendix B

Dear Monitoring Officer,

Allegations made by Councillor Capello – letter dated 15 August, 2008

I read with incredulity and disbelief the allegations made against me by Councillor Capello and I completely deny the allegations.

Please advise me when you are free to enable my legal representative to rebut the allegations at interview.

I have spoken to the 14 other members of my political group all of whom are happy to speak with you on this matter. In addition, the chief executive, director of finance, head of housing, head of democratic services, mayor's attendant and two members of the press (Wembley Gazette) were also present and would have witnessed what I said.

I do hope this matter can be expedited as I am currently recuperating from a serious illness and would like these allegations dealt with as quickly as possible.

Yours annoyed

Councillor Keegan