

Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la Bibliothèque publique d'Ottawa**

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**Submitted by / Soumis par:
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File Number: OPLB-2019-0704

SUBJECT: 2018 Annual Report on Ottawa Public Library Related Fraud Claims

**OBJET: Rapport annuel de 2018 sur les déclarations de fraude concernant la
Bibliothèque publique d'Ottawa**

REPORT RECOMMENDATION

That the Ottawa Public Library Board receive this report for information.

RECOMMANDATION DU RAPPORT

**Que le Conseil d'administration de la Bibliothèque publique d'Ottawa prenne
connaissance de ce rapport à titre d'information.**

BACKGROUND

Ottawa Public Library (OPL) is committed to protecting its financial resources, property, information, and other assets from any attempt, either by members of the public, contractors, sub-contractors, agents, intermediaries, or its own employees, to gain financial or other benefits by deceit or by any other illicit means.

As outlined in OPL's Fraud Reporting policy, the CEO is responsible for providing the Board with an annual summary of fraud reports received by the Office of the Auditor

General. This document reflects the reports related to OPL, received through the Fraud Hotline from January 1, 2018 through to December 31, 2018.

DISCUSSION

In 2018, two (2) reports related to OPL were submitted to the Hotline – one by a member of the public and the other by an OPL employee.

Issues arising from the Hotline

This section includes a summary of the example of fraud that was reported regarding Ottawa Public Library during 2018. Where reports are found to be substantiated, any disciplinary action taken is the responsibility of management. Where management has taken action, the outcomes are noted below.

Unethical Conduct and Conflict of Interest

One (1) claim was made suggesting unethical conduct regarding employee misrepresentation. Management reviewed the claim and found that there was no misrepresentation. No further action was taken.

Other - Insufficient Information to Classify

One (1) claim was made that a City of Ottawa employee was using an Ottawa Public Library facility in an inappropriate manner. Both the OPL and the OAG investigated the allegation and it could not be substantiated. No further action was taken.

CONSULTATION

The Office of the Auditor General reviewed this report and confirmed that the content was consistent with the cases that were submitted and the management actions that were reported back to them. As this is considered an internal administrative matter, no public consultation was undertaken.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

BOARD PRIORITIES

This report ensures compliance with OPL's administrative policy and reporting requirements regarding claims of fraud.

SUPPORTING DOCUMENTATION

Document 1 - Fraud and Waste Hotline Reporting Categories

DISPOSITION

There are no dispositions associated with this report.