

Reference C48/3/04



Police Service of Northern Ireland
Crime Department
Criminal Justice Branch
Knocknagoney House
Knocknagoney Road
BELFAST
BT4 2PP

January 2004

**SUBJECT: ALLEGED THEFT BY SUB POST MISTRESS MRS MAUREEN
McKELVEY AT THE CLANABOGAN POST OFFICE IN OMAGH
R -v- MRS MAUREEN McKELVEY**

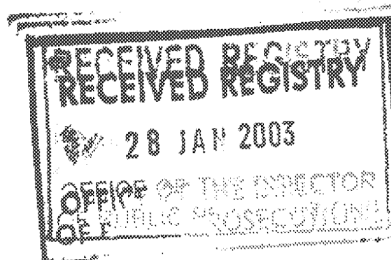
Legal Registrar

This file refers to a theft from the post office over a considerable period of time and although the defendant makes no admission regarding these thefts I feel that there is sufficient evidence to proceed with the prosecution for theft against the accused.

GRO

P McAULEY
D/Superintendent CJ1(4)
for Chief Constable

GRO



| | | | | | |
|---|--|-------------------------------|---------------------------|-------------|---|
| POLICE SERVICE OF NORTHERN IRELAND | | Headquarters Reference No. | | | |
| Prosecution File | | | | Whether now | |
| | | | | In Custody | On Bail |
| Name(s) and Address(es) of accused: | | | | | |
| Mrs Maureen McKELVEY <div>GRO</div> OMAGH | | | | | |
| TRANSIT CHART (To be completed by each forwarding member or office) | | | | | |
| To whom file Forwarded | | Date | To whom file Forwarded | Date | Date of Original Arrest:- |
| D/C/Insp, Fraud Unit | | | | | Nature of Offence(s) Theft |
| Whether any offence alleged requires the Consent of the Attorney General or Director of Public Prosecutions. | | | | | Date next in Court:- |
| YES/NO (Delete as appropriate) | | | | | |
| Consent of Attorney General or Director of Public Prosecutions | | | | | Court and Place |
| GIVEN / REFUSED | | | | | Officer in charge of case:- Suzanne Winter Investigation Manager Post Office Ltd Royal Mail House 20 Donegal Quay BELFAST BT1 1AA Tel <div>GRO</div> |
| Copy Directions to Suzanne Winter Investigation Manager Post Office Ltd Royal Mail House 20 Donegal Quay BELFAST BT1 1AA Tel <div>GRO</div> | | | | | DCU in which Omagh Offence(s) Committed |

R - v - Maureen McKELVEY

PART 1

INDEX TO COVERING REPORTS

CONTENTS

PAGE NUMBERS

Covering Report of
Suzanne Winter

3

POLICE SERVICE OF NORTHERN IRELAND

File Destination

PSNI References

Tick as appropriate

- If in doubt consult Appendix 5(D) of R.U.C. Manual

| | |
|---|---|
| The Director of Public Prosecutions Royal Courts of Justice, Belfast (via PSNI Headquarters) | |
| The Director of Public Prosecutions Royal Courts of Justice, Belfast (via Sub-Divisional Commander) | ✓ |
| The Circuit Assistant Director Circuit (via Sub-Divisional Commander) | |

SUB-DIVISION:

DIVISION:

HEADQUARTERS:

NB: In "Fast Stream" cases only the Section marked * should be completed

SUBJECT*

(Nature of offences, venue, persons involved)
N.B. Certain cases may require long Form reporting - see Appendix 5A to R.U.C. Manual

Theft of Post Office Limited monies at Clanabogan Post Office 164 Clanabogan Road Omagh BT78 1SN by Mrs Maureen McKELVEY Sub Postmaster of Clanabogan Post Office

PETTY SESSIONS DISTRICT* WHERE OFFENCE COMMITTED

Petty Sessions Office
OMAGH

DATE OF OFFENCE*

From dates unknown to
04 April 2002

DATE INVESTIGATION COMMENCED*

January 2002

DATE REPORT SUBMITTED*

December 2002

REPORTING* OFFICER

(Include the name of an alternative officer who is fully familiar with the circumstances of the case and who may be contacted in the absence of the reporting officer).

| | | |
|------------------------------|-----------------------|---------------------------|
| NAME | Suzanne Winter | Les Thorpe |
| RANK AND NUMBER | Investigation Manager | Investigation Team Leader |
| STATION | Post Office Ltd | Post Office Ltd |
| SUB-DIVISION | Belfast 1 | Glasgow |
| DIVISION | | |
| TELEPHONE NUMBER FOR CONTACT | GRO | GRO |

PERSONS REPORTED*

Use page 2 for each person reported. Number

(Delete as appropriate)

NATURE OF PRINCIPAL EVIDENCE AGAINST PERSON REPORTED

(Tick as appropriate)

ANTECEDENT HISTORY* OR PERSON REPORTED

(Summarise relevant information eg. marital status, employment, associates, mental or physical abnormalities. Give physical description where identification is at issue.

38/34(a)
1/91

| | | |
|--------------------------------|----------|---------------------------------------|
| SURNAME | McKELVEY | |
| FORENAMES | Maureen | |
| DATE OF BIRTH | GRO | |
| ADDRESS | GRO | |
| CHARGED | YES NO | COPY CHARGE SHEET ATTACHED AT PART IV |
| SUMMONS ISSUED | YES NO | COPY SUMMONS ATTACHED AT PART IV |
| INFORMATION LAID | YES NO | COPY INFORMATIONS ATTACHED AT PART IV |
| DATE OF FIRST COURT APPEARANCE | | |
| AT DATE OF THIS REPORT IS | | IN CUSTODY ON BAIL |

| | |
|-----------------------|--|
| WRITTEN CONFESSION | |
| ORAL CONFESSION ONLY | |
| VISUAL IDENTIFICATION | |
| MEDICAL EVIDENCE | |
| FORENSIC EVIDENCE | |
| DOCUMENTARY EVIDENCE | |
| OTHER (SPECIFY) | |

| | | |
|----------------------|--------|---------------------------------|
| PREVIOUS CONVICTIONS | YES NO | COPY CRO 22 ATTACHED AT PART IV |
| | | COPY CRO 14 ATTACHED AT PART IV |

OUTLINE OF CASE*

(Give salient facts in chronological order with clarity and brevity. Do not merely repeat witness statements. Where more than one person reported summarise the case against each.

Whilst the aim should be to summarise the facts on one page, a continuation page may be used if it is necessary for the inclusion of all the salient facts.)

PRECIS OF FACTS

These enquiries deal with the theft, of Post Office Limited monies by Maureen McKELVEY. The accused Maureen McKELVEY date of birth, GRO address GRO Omagh at the time of the offence was Sub Postmaster of CLANABOGAN Sub Post Office, Omagh

The facts of the case are as follows:

Post Office Limited pays out Pensions and Allowances on behalf of the Benefits Agency (BA) - an executive agency of the Department of Social Security - in England, Scotland and Wales, and for the Social Security Agency in Northern Ireland. Pensions and Allowances are also paid out on behalf of the Ministry of Defence.

Benefit type is identified by Group, a list of Groups is shown below.

Group Type of Benefit

- 1 Army Pensions/Allotments
- 2 Ministry of Defence Industrial Injury Benefit
- 3 RAF Allotments
- 5 Child Benefit One Parent Benefit Guardian Allowance
- 6 War Pension
- 7 Disability Living Allowance
- 9 Prescription Charges Refund
- 10 Non - contributory Retirement Pension with Income Support
Retirement Pension with Income Support
Income Support with Attendance Allowance/Disability Living Allowance
- 11 Income Support
- 12 Industrial Injury Disablement and Death Benefits
- 13 Non - contributory Retirement Pension
Attendance Allowance only
Invalid Care Allowance
Retirement Pension
Widow's Benefit
Maternity Allowance
Child's Special Allowance
- 14 Incapacity Benefit
Overall requirements
Severe Disablement Allowance

Customers who collect a pension or allowance normally receive payment by order book. The order book contains a number of detachable foils, on which is printed the:- date of payment, amount of payment, pension or national insurance number, group number. The detachable foils are attached to a counterfoil which is fastened to the cover of the order book.

Payment can only be made on or after the due day of payment unless payment in advance has been authorised. When the order book is presented at the Post Office both the counterfoil and the detachable foil

are datestamped, the detachable foil is torn from the order book and the customer paid the sum stated on the foil. The detached foil is retained in the Post Office for accounting purposes.

Pensions and allowances paid at the counter are summarised and accounted for weekly. Many Post Offices prepare a daily summary of paid pension and allowance foils. Daily and or weekly summaries are prepared by sorting all paid foils into their respective group, in ascending order of value, each group of foils is then machine add listed with the total for each group, carried to the bottom of the machine listing to provide a summary of all group totals. Group totals, from all machine listings for that accounting week, are entered onto the form P2311(b)MA. Grand totals, for the individual group numbers, are summarised on the Pensions and Allowances Summary P2311MA. The grand total for all paid pension and allowances is then entered in the Payments Table of the weekly Cash Account of the Post Office.

On completion of the weekly cash account all paid pension and allowance foils and form P2311(b)MA are despatched to the Paid Order Unit, Lisahally, Londonderry. Summary form P2311MA is despatched to the Post Office Financial Accounting Department, Chesterfield.

The Paid Order Unit, Lisahally, Londonderry, is responsible for checking the value of paid pension and allowance foils received from Post Offices. There is a process in place that is risk assessment based, which identifies which offices are to be checked each week. This is done on a 'rota system'. Whilst conducting a routine 'rota check' of the paid pensions and allowances foils despatched by Clanabogan Post Office, overclaims were identified, on each of the weeks examined, varying in value, from £0.40 to £148.00. The overclaims were generated by claiming non-existent pension and allowance foils.

The Post Office Ltd Investigation Team when appraised of the situation, made arrangements to receive the paid pension and allowance pouches, forwarded from Clanabogan Post Office to POU, Lisahally, on behalf of the Benefits Agency.

Local checks by the Post Office Ltd Investigation Team revealed overclaims of a similar pattern to those identified by the POU, Lisahally.

Les THORPE, and Suzanne WINTER, Consignia Investigation Team attended Clanabogan Post Office, on Thursday the 04/04/02, accompanied by John McKENNY, a member of the Security and Audit team. A special audit was conducted by McKENNY and the result of the audit was a shortage of £ 152.80.

At the conclusion of the audit McKELVEY, was formally interviewed under Police and Criminal Evidence (N. Ireland) Order 1989 Codes of Practice tape seal numbers 030080 and 030081 refers in the presence of her solicitor Stephen Atherton

McKELVEY could or would not offer a reason for the discrepancies and stated she had done everything to the best of her ability.

At the conclusion of the interview McKELVEY was informed further checks needed to be completed of the pension and allowance to establish the final figure of the overclaims. McKELVEY and ATHERTON were invited to observe the checking of the outstanding pensions and allowance pouches.

On 2 May 2002 McKELVEY and ATHERTON observed the examination of the pension pouches and additional overclaims were identified.

On completion of the examination of the pension pouches arrangements were made with ATHERTON to formally interview McKELVEY regarding the additional pension and allowance overclaims identified.

On 27th May 2002 McKELVEY, was formally interviewed under Police and Criminal Evidence (N Ireland) Order 1989 Codes of Practice, tape seal numbers 030086 refers, in the presence of her solicitor Stephen Atherton.

McKELVEY offered no explanation regarding the additional overclaims identified

McKELVEY has made no admissions of guilt in this matter and states she has done everything to the best of her ability.

The discrepancies summarised on the pension schedule indicate it is due to deliberate action and not error and McKELVEY is the only person with the appropriate access and opportunity.

Maureen McKELVEY has rendered herself liable to prosecution and in view of the availability of evidence to support such actions these papers are forwarded for authorisation to prosecute.

The accounting aspect of this case is currently £4623.48 and remains outstanding.

I certify that all witness statements taken by police in connection with this investigation are included in this file.

38/34(b)
FPB 8/94

To be signed by the
investigating officer

S Winter

NAME

RANK

NO.

SUZANNE WINTER

INVESTIGATION MGR
POST OFFICE LTD.

EVIDENCE STILL TO BE OBTAINED*

(Tick as appropriate.)
NB. Submission of reports should not be delayed by the absence of such evidence if a prima facie case can be established without it).

Any comments considered appropriate in respect of the evidence still to be obtained should be included eg. where a Forensic Scientist has given a verbal indication regarding NIFSL findings or where it is necessary to give an explanation of the potential significance of any evidence which is likely to be forthcoming.

| | |
|--------------------|--|
| POST MORTEM REPORT | |
| MEDICAL REPORT | |
| PHOTOGRAPHS | |
| MAPS | |
| OTHER (SPECIFY) | |

| FORENSIC REPORT | |
|--------------------------------------|--|
| NIFSL CASE NO. | |
| Alcohol | |
| Biology (fibres) | |
| Biology (body fluids) | |
| Biology (General) | |
| Documents | |
| Drugs | |
| Electrical | |
| Explosives (micro chemistry) | |
| Explosives (substances and hardware) | |
| Explosives (general) | |
| Firearms (chemistry) | |
| Firearms (hardware) | |
| Firearms (general) | |
| General Chemistry/Fires | |
| Marks | |
| Metallurgy | |
| Physical Methods | |
| Specialist Fingerprint Unit | |
| Toxicology | |

| |
|--|
| |
|--|

**COMPLAINTS
AGAINST POLICE***

*etc. as appropriate. Insert C & D
reference if known)*

ASSESSMENT OF WITNESSES

To be completed only when
information of particular relevance is
available.

eg. character credibility, attitude to
person(s) reported, reliability, any
disability affecting capability as
witness, age, capacity to give
evidence. State the quality of
witness to a disputed identification.

State the involvement of witnesses
in reported crime.

In the case of a child witness it
should be stated whether, in the
opinion of the investigating officer,
that child will be deemed by the
court to understand the nature of the
oath.

**DETAILS OF WITNESSES WITH
RELEVANT CONVICTIONS**

| | | | |
|-----------------------------------|-----|----|-------------------|
| A COMPLAINT HAS BEEN MADE | YES | NO | C & D REF. NUMBER |
| FSCU INVOLVEMENT IN INVESTIGATION | | | YES |
| | | | NO |

| |
|--|
| |
|--|

| Witness | Record Applied For YES/NO | Attached Part IV YES/NO |
|---------|---------------------------------|-------------------------------|
| | | |

OTHER OBSERVATIONS

(Include any additional matter
relevant for DPP consideration, eg.
sectarian background of case,
whether any other incidents linked
to the present case are being
separately investigated).

RECOMMENDATIONS*
AS TO CHARGES AND
PROCEEDINGS

(Stated shortly by reference to
offence, I.P., date and venue)

For that you Maureen McKelvey between a date unknown and
04/04/02 at Clanabogan Post Office stole £4623.48 the property of
Post Office Ltd.

Contrary to Section 1 of the Theft Act (NI) 1969

Signature of Reporting Officer:

S Winter

Date:

14/10/02

**IEWS AND
COMMENDATIONS OF
DISTRICT COMMANDER**

The facts are as reported by Post Office Investigations.

This is a systematic theft operation from the Post Office by a Sub Postmaster.

McKelvey has made no admissions during interviews. I feel there is sufficient evidence to proceed to prosecution and I recommend Maureen McKelvey is prosecuted for theft.

Forwarded for favour of direction please.

Name

J McCLEERY, Inspector, Criminal Justice Manager

Signature

GRO

Date

13 January 2004