

the tape will be switched off and a clerical record of the interview will be kept.)

You will then be asked questions about your benefit claim. The officers are not bound to accept the first answer you give them but are under a duty to try to establish the truth about what has happened.

At the end of the interview you will be asked to witness one of the tapes being sealed and will be asked to sign the seal.

You are free to leave the interview at any time or to request the opportunity to seek legal advice.

ALTERNATIVE FORMATS

To request this information in an alternative format, e.g. large print, Braille, computer disc, audio tape, or suitable language, please contact:

Local Taxation and Benefits Team
INVESTIGATION
01463 702525

WHERE TO GET HELP AND ADVICE

We strongly recommend that you seek independent advice regarding this matter. Independent and free advice is available from:

ALNESS

Citizens' Advice Bureau
☎ 01349 883333

BADENOCH & STRATHSPEY

Community Advice & Information Service
☎ 01479 810919

DINGWALL

Citizens' Advice Bureau
☎ 01349 864850

EAST SUTHERLAND

Village Advisory Service
☎ 01408 633000

INVERNESS

Citizens' Advice Bureau
☎ 01463 235345

LOCHABER

Citizens' Advice Bureau
☎ 01397 705311

NAIRN

Citizens' Advice Bureau
☎ 01667 456677

SKYE & LOCHALSH

Citizens' Advice Bureau
☎ 01478 612032

THURSO

Citizens' Advice Bureau
☎ 01847 894243 / 896796

WICK

Citizens' Advice Bureau
☎ 01955 605989

INTERVIEW UNDER CAUTION



AGALLAMH RABHAIDH

What is this leaflet about?

Why have I been asked to attend an interview UNDER CAUTION?

The Council has asked you to attend an interview under caution because it believes that there are grounds to suspect that you obtained Housing Benefit and/or Council Tax Benefit to which you were not entitled.

This does not mean that the Council believes at this point that you are guilty of a criminal offence, it is simply that evidence has been gathered that suggests irregularities with your claim.

The interview you are being asked to attend is in order to give you the opportunity to provide an explanation to the irregularities that have been identified.

Please note however, that if during the course of interview evidence emerges that you have committed a criminal offence the Council will consider appropriate sanctions including a possible prosecution.

In order to protect your rights it is intended that the interview will be taped.

DO I HAVE TO ATTEND AN INTERVIEW?

No, you don't have to attend an interview. However if you do not attend the interview this will not prevent the Council from taking further action including submitting the case for criminal prosecution.

WHO CAN COME TO THE INTERVIEW WITH ME?

Anyone who is not connected to the investigation can attend the interview with you, the person could be a friend, a social worker, a relative or Solicitor.

You may wish to seek advice from someone before the interview such as a Solicitor, the Citizens' Advice Bureau or other similar organisation (contact details are on the back of this leaflet).

If the person with you is not a Solicitor/ Legal Advisor they are there for moral support only. They have no right to speak, to advise you or to ask questions during the interview.

WHO WILL INTERVIEW ME?

You will usually be interviewed by two of the Council's Investigators who have been specially trained to conduct these interviews.

Sometimes the Council will conduct joint investigation with other agencies such as the Department for Work and Pensions. If there has been a joint investigation in your case, you may be interviewed by an officer from the Council and an officer from the other agency. If this is the case, it will be made clear to you at the time of the interview.

WHAT WILL HAPPEN AT THE INTERVIEW?

As soon as you enter the interview room two cassette tapes will be unsealed from their packaging in front of you and will be placed in a tape recorder.

The tape recorder will be switched on and an alarm will sound until the tape is ready to start recording.

Before you are asked any questions, the Council's officers will:

- identify themselves to the tape;
- ask you to state your name, date of birth and address for the tape;
- caution you and advise you of your rights; and
- confirm if you have any objection to the interview being taped. (If you do