

Audit Committee

22 March 2018



Title	Confidential Reporting Code (Whistleblowing Policy)		
Purpose of the report	To note		
Report Author	Internal Audit Manager, Punita Talwar		
Cabinet Member	Councillor Howard Williams	Confidential	No
Corporate Priority	Financial Sustainability		
Recommendations	The Audit Committee is asked to note the proposed amendments to the Confidential Reporting Code (Whistleblowing Policy) and the leaflet and to recommend any further amendments if necessary.		
Reason for Recommendation	Not Applicable		

1. Key issues

- 1.1 The Confidential Reporting Code forms part of the Council's Constitution and sets out how to raise serious concerns about any aspect of the Council's work. It also sets out legal protection against reprisals under the Public Interest Disclosure Act. The Code is attached as Appendix 1.

2. Options analysis and proposal

- 2.1 The Audit Committee is required to review the Code annually.

- 2.2 The Code details:

- (a) The nature of concerns which may be reported. (Section 2)
- (b) Other policies such as the Grievance Procedure which exist to deal with employment issues including bullying or harassment. (Section 2)
- (c) Safeguards against harassment or victimisation as a result of raising a concern. (Section 3)
- (d) Processes for raising and dealing with concerns including the various officers and organisations who could be contacted. (Sections 7 to 10)

- 2.3 The Code is available to staff and Members on the intranet and it is included in the Council's Constitution. Following liaison with the Communications team a revised leaflet (Appendix 2) is being produced, due to be placed on every staff notice board (subject to MAT and Audit Committee approval).

- 2.4 There are no proposed amendments to the Confidential Reporting Code.

3. Financial implications

3.1 Not applicable.

4. Other considerations

4.1 There are none.

5. Timetable for implementation

5.1 Not applicable.

Background papers:

Appendices:

Appendix 1 – Confidential Reporting Code

Appendix 2 – Revised Leaflet to be displayed on notice boards (to follow)