

WHISTLEBLOWING POLICY

Live from: December 2015

Live until: December 2018

Document Control				
Version Date	Version Ref.	Reviser	Approved By	Review Date
December 2014	1.0	Pip Schofield, Head of HR – to reflect roles of TVAAS & Monitoring Officer		
November 2015	2.0	Diane Wallinger, HR Policy Project Officer – Middlesbrough Manager Framework	LMT 3 December 2015	December 2018

1.0 Summary

- 1.1 The Council aims to ensure that in all its dealings it maintains the highest standards of conduct in public life. Where these standards are compromised, either deliberately or accidentally, leading to unlawful conduct, financial malpractice or dangers to the public or the environment (an Issue), this policy ensures there is a clear procedure to investigate and seek a resolution.
- 1.2 The Council does not want any Issue to be ignored and aims to ensure that employees feel comfortable in bringing forward their concerns.
- 1.3 This policy does not cover grievances or workplace bullying, harassment or discrimination. Please refer to the appropriate policies.

2.0 Context

- 2.1 The Whistleblowing Policy applies to all employees of the Council. In addition the Council will seek to ensure that, where appropriate, its contractors and suppliers also adopt and adhere to this policy.
- 2.2 The policy has been revised in order to meet the requirements of the Middlesbrough Manager Framework.

3.0 Purpose

- 3.1 The purpose of this policy is to ensure that concerned employees can raise issues without fear of reprisals from the Council.
- 3.2 The policy incorporates the provisions of the Public Interest Disclosure Act 1998, in order to provide a framework which allows employees to raise Issues internally rather than externally. However, the Council accepts there may be times when employees are not comfortable in raising Issues internally, and the policy and procedure also make provision for appropriate external disclosure.

4.0 Policy Details

- 4.1 Where an Issue is raised under the Whistleblowing Policy, the Council will investigate it swiftly and thoroughly. Where any wrong doing is identified, it will take appropriate steps to remedy the wrong doing and prevent its repeat in the future.
- 4.2 The Council understands that employees can sometimes be reluctant to raise Issues, whether because of concerns over reprisals, or through a belief that it is not their business to interfere, or because they do not wish to get colleagues into trouble.
- 4.3 Whilst there is no general duty to report Issues, there are some circumstances where individual employees are under a legal duty to raise them with the Council or with external bodies or regulators (regulatory disclosure). These Issues relate to the proceeds of crime, money laundering, terrorism, pension fund trustees or “approved persons” under the financial services legislation. However, under the Code of Conduct Policy, employees have a responsibility to bring Issues to the attention of the Council.
- 4.4 Please refer to the procedural guidance for further details on the reporting procedure.

5.0 Monitoring and Review

5.1 The review period of this policy is every three years, unless there are any legislative / organisational changes required.