

# Whistleblowing Policy and procedure

Chris Corker  
Operational Benefit & Corporate Fraud Manager



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Created by	Operational Benefits & Corporate Fraud manager	Chris Corker	Adopted Date	1/11/2022	Version	3
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12. If you are an elected member who have had concerns brought to their attention, then you should raise those concerns with the Monitoring Officer in the first instance.
  
13. Investigations should be undertaken by appropriate officers with diligence and expertise and be appropriate. The corporate fraud team and HR & OD will jointly ensure that investigations are timely and effective, and by someone with the relevant skills and experience.
  
14. The monitoring officer will lead on allegations relating to councillors.
  
15. In all contracts of employment there is an implied understanding of mutual trust and confidence between employer and employee. All employees therefore have a responsibility to raise concerns about work and they may do so in accordance with this policy or through the grievance policy.
  
16. After you have raised your concern we will decide how to respond in a responsible and appropriate manner. Usually this will involve making internal enquiries first but it may be necessary to carry out an investigation at a later stage which may be formal or informal depending on the nature of the concern raised.
  
17. If you have raised a concern we will, as far as possible, keep you informed of the decisions taken and the outcome of any enquiries and investigations carried out. However, we will not be able to inform you of any matters which would infringe our duty of confidentiality to others.
  
18. In all but the most exceptional of circumstances concerns about malpractice should be raised internally.
  
19. The purpose of this policy is to give you the opportunity and protection you need to raise your concerns internally without reporting the concern to external bodies. It is, therefore, expected that raising concerns internally will be the most appropriate action to be taken in almost all cases and so you must try to do so.
  
20. If, however, you feel you cannot raise your concerns internally the PIDA may afford you protection in relation to your disclosure but only if you are acting in the public interest. In such circumstances you may consider raising the

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24.

If an employee raises an allegation

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- (defined below) made to an appropriate party; and
- made in accordance with the differing conditions for disclosure applying to each different type of recipient of the information.

A qualifying disclosure is:

Any disclosure of information which, , tends to show one or more of the following.

- (a) That a criminal offence has been committed, is being committed or is likely to be committed;
- (b) That a person has failed, is failing or is likely to fail to comply with any legal obligation to which he is subject;
- (c) That a miscarriage of justice has occurred, is occurring or is likely to occur;
- (d) That the health and safety of an individual has been, is being or is likely to be endangered;
- (e) That the environment has been, is being or is likely to be damaged; or
- (f) That information tending to show any matter falling within any one of the preceding paragraphs has been, or is likely to be deliberately concealed.

PIDA refers to those matters covered by (a) to (f) above as .

A disclosure will not be a qualifying disclosure if the person making it commits an offence in making the disclosure.

A A protected disclosure may be made to one of five types of recipients, these are:

- the worker's employer;
- a legal adviser;
- a minister of the Crown (in certain circumstances);
- a regulatory body
- a third party (e.g. the media)

The circumstances in which disclosures may be made vary depending upon the intended recipient of the information.

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