## Report to the Council

Committee: Audit & Governance Date: 21 December 2017

Subject: Whistleblowing Policy & Procedure.

Portfolio Holder: Councillor J Knapman

## Recommending:

(1) That the revised Whistleblowing Policy and Procedure, attached at Appendix 1 of the report, be approved.

1. The Council's Whistleblowing Policy and Procedure has been revised and attached at Appendix 1 to this report. The revised Whistleblowing Policy and Procedure sets out the action that will be taken when concerns are raised by staff. Only minor changes have been made to the previous version (dated October 2014), which were approved by the Corporate Governance Group. The main changes being two procedural additions:

- (i) Timescales setting out expectations on how long an investigation may take; and
- (ii) Investigating procedures to guide staff members who may be nominated as an Investigating Officer.
- 2. Staff will continue to be reminded about the Council's Whistleblowing Policy and procedure on a periodic basis in the staff newsletter, District Lines, as well as through poster campaigns, such As the one attached at Appendix 2 to this report.
- 3. The Audit & Governance Committee considered this Policy and Procedure at its meeting held on 27 November 2017 and agreed the revised Policy and Procedure.
- 4. We recommend as set out at the commencement of this report.