

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

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<b>REPORT TO:</b>	Standards Committee	8 November 2006
<b>AUTHOR/S:</b>	Chief Executive/ Assistant Solicitor, HR Manager, Finance Project Officer	

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### WHISTLEBLOWING POLICY

#### Purpose

1. The purpose of this report is to request Members to recommend to Cabinet that the amended Whistleblowing Policy be adopted.

#### Executive Summary

2. The Council's Whistleblowing Policy needed to be updated. A working group of nominees from Standards Committee and officers reviewed the policy. Standards Committee recommended to Cabinet a revised Policy for adoption. Cabinet agreed to adopt the revised Policy, subject to two points, which are referred back to Standards Committee in this report.

#### Background

3. Standards Committee considered a proposed revised Whistleblowing Policy at its meeting on 9 August 2006 and decided to recommend to Cabinet that the revised Policy be adopted.
4. Cabinet considered the revised Whistleblowing Policy at its meeting on 14 September 2006 and agreed to adopt the revised Policy, subject to:
  - (a) the Internal Audit Manager's views being sought about becoming the first point of contact, rather than the Monitoring Officer;
  - (b) the Resources, Staffing, Information and Customer Services Portfolio Holder and Chief Executive determining the final wording of paragraph 3.1 of the Policy.
5. Cabinet also agreed to subscribe to the Public Concern at Work "starter package".

#### Considerations

6. The Internal Audit Manager has agreed to become the first point of contact and the wording of the Policy has been amended where appropriate to reflect this.
7. Paragraph 3.1 of the Policy covers safeguards over harassment or victimisation. Some wording has been added to the end of the final sentence of the paragraph, so that it now includes Members, as follows (additional wording shown in ***bold italics***):

"The Council will not tolerate any harassment or victimisation of a whistleblower (including informal pressures) and will treat this as a serious disciplinary offence, which will be dealt with under the Disciplinary Policy and Procedure (***staff***) or via ***the procedures under the Members' Code of Conduct, as appropriate.***"

#### Options

8. Members could decide to approve the amendments to the Policy and recommend to Cabinet that it be adopted.
9. Members could decide to make other changes to the Policy.

### **Implications**

10.	Financial	The cost of subscribing to the Public Concern at Work “Starter Package” (approximately £310 per annum) will be incorporated in the revised estimates for 2006/07 and in the budget for 2007/08.
	Legal	Any matters brought to the Council’s attention under this Policy would be dealt with by the procedures outlined in it.
	Staffing	The Policy reflects responsibilities attributable to particular posts and offices. Staff raising concerns under this Policy will be aware of the safeguards available to them.
	Risk Management	The Policy is part of the Council’s arrangements for ensuring that proper standards of financial conduct are maintained, and that fraud and corruption are prevented and detected.
	Equal Opportunities	The Policy is available for any member of staff, or contractors or Members to access.

### **Consultations**

11. Standards Committee was consulted on the previous version of the revised Policy and comments received were incorporated into the draft document as appropriate.
12. The proposed revised Policy presented to Cabinet was provided to Unison and GMB for their consideration. No comments have been received.

### **Effect on Annual Priorities and Corporate Objectives**

13.	Affordable Homes	South Cambridgeshire District Council is committed to the highest possible standards of openness, honesty and accountability. The Whistleblowing Policy encourages Council employees, contractors and Members with concerns about any aspect of the Council’s work, to report such matters without fear of intimidation or reprisal.
	Customer Service	
	Northstowe and other growth areas	
	Quality, Accessible Services	
	Village Life	
	Sustainability	
	Partnership	

### **Conclusions/Summary**

14. The Internal Audit Manager has agreed to become the first point of contact with regard to the Policy. Safeguards over harassment and victimisation now include Members.

### **Recommendation**

15. The Standards Committee is requested to recommend to Cabinet that the amended Policy be adopted.

**Background Papers:** the following background papers were used in the preparation of this report: The Council's current Whistleblowing Policy

Whistleblowing policies from a range of other councils

"Speaking out without fear", Unison's guide to whistleblowing

"Whistleblowing Best Practice", Guidance from Public Concern at Work

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