

## CONFIDENTIAL REPORTING CODE

Report of the Director of Corporate Services

### SUMMARY OF REPORT

- 1 This report highlights the amendments made to the Confidential Reporting Code following consultation with the trade unions, and advises this Committee that Council approved the Code on 17 April 2002.

### MATTER FOR CONSIDERATION

- 2.1 The Confidential Reporting Code enables employees and contractors working for the Council who have serious concerns about any aspect of the Council's work to come forward and raise those concerns.
- 2.2 At the last meeting of the Committee it was agreed that a small working group of trade union representatives and officers would consider the Code and make suggestions for amendments and additions where appropriate.
- 2.3 The group met on 29 January 2002 and the changes that were agreed are shown in italics in the attached Code.
- 2.4 The trade union side were advised on 5 April 2002 that the Code had to be included in the Council's Constitution and be in place at the start of the 2002/2003 Municipal Year. For this to happen the Code needed to be approved by Council on 17 April 2002.

### FINANCIAL IMPLICATIONS

- 3 None.

### LEGAL IMPLICATIONS

- 4.1 The Public Interest Disclosure Act 1998 protects workers who speak out in the public interest about fraudulent, criminal or dangerous activities, wrong-doings or malpractice at work.
- 4.2 Employers therefore need to have in place a process for workers to raise their concerns in a confidential way without fear of victimisation, discrimination or disadvantage.

## **PERSONNEL IMPLICATIONS**

- 5.1 The main amendments that have been made to the document relate to ensuring there is, as far as is reasonably practical, protection not only for those who raise concerns but also for those against whom the concerns have been raised.
- 5.2 The Code has been approved by Council and will be incorporated into the Personnel Handbook, publicised in Goldrush and given to employees who wish to raise a concern.

## **ENVIRONMENTAL IMPLICATIONS**

- 6 None.

## **EQUALITIES IMPLICATIONS**

- 7 The Code will apply to all Council employees and contractors working for the Council on Council premises.

## **RECOMMENDATION**

- 8. Committee is recommended to approve the Confidential Reporting Code.