

TONBRIDGE & MALLING BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

26 June 2008

Joint Report of the Chief Executive and the Director of Finance

Part 1- Public

Delegated

1 ANNUAL REVIEW OF THE CONFIDENTIAL REPORTING CODE

Summary

This report requests that Members consider the revised version of the Confidential Reporting Code and endorse the proposed changes.

1.1 Background

1.1.1 Members may recall that the Council introduced a Confidential Reporting (“Whistleblowing”) Code as part of the Council’s Anti-Fraud and Corruption Policy. Members of the Policy and Resources Committee approved this Code in September 2000. The Code was designed to comply with the protection to individuals introduced by the Public Interest Disclosure Act 1998.

1.1.2 The Council has a culture of encouraging openness and honesty in its activities and the Code reinforces this approach. In order to ensure that is kept up to date and relevant the Code is reviewed on an annual basis and endorsed by the General Purposes Committee following consideration by the Audit Committee.

1.1.3 Following the review the revised Code is circulated to staff using Groupwise, Staffnet and the Council web site.

1.2 Reporting Concerns

1.2.1 Concerns raised using the Code are regularly reported to the Audit Committee. Allegations relating to Benefit Fraud are investigated by the Benefit Investigation Section are not treated as being raised through the Code.

1.3 Review of Code

1.3.1 Although the Audit Committee receives reports of concerns raised through the Code the General Purposes Committee retains the responsibility for reviewing and endorsing it. The Code was last reviewed and endorsed by Members of General Purposes Committee in June 2007.

- 1.3.2 Members are asked to examine the Code supplied with the Audit Committee papers of 23 June 2008. Any amendments suggested by the Audit Committee will be reported verbally to Members of this Committee.
- 1.3.3 The Code has been amended only in paragraph 1.3 where an extra sentence has been added regarding Health & Safety vigilance to undertaken by contractors.
- 1.3.4 There will also need to be an addition of the name of the Monitoring Officer when the appointment is finalised.
- 1.3.5 A copy of the revised Code is attached at **Annex 1**.

1.4 Legal Implications

- 1.4.1 There is a legal requirement for the Council to provide a Confidential Reporting Code and the current version of the Code meets the requirements of the legislation.

1.5 Financial and Value for Money Considerations

- 1.5.1 The provision of a Code that protects individuals raising concerns encourages concerns to be raised at an early stage reducing financial impact.

1.6 Risk Assessment

- 1.6.1 The Code encourages concerns to be raised by individuals and ensures that they are investigated consistently.

1.7 Policy Considerations

- 1.7.1 Crime & Disorder Reduction – The Code assists in the reduction of Crime & Disorder Reduction by providing a method for concerns to be raised and investigated in a consistent manner.

1.8 Recommendation

- 1.8.1 Members of this Committee are **RECOMMENDED** to endorse the draft Confidential Reporting Code.

Background papers:

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Nil

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Chief Executive

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Director of Finance