

# TONBRIDGE & MALLING BOROUGH COUNCIL

## GENERAL PURPOSES COMMITTEE

28 June 2010

### Joint Report of the Chief Executive and the Director of Finance

#### Part 1- Public

#### Delegated

### 1 REVIEW OF CONFIDENTIAL REPORTING CODE

#### Summary

**This report informs Members of the annual review of the Confidential Reporting Code and recommends that Members endorse the revised version of the Code.**

#### 1.1 Background

1.1.1 Members will be aware that a Confidential Reporting Code (“Whistleblowing”) is required under the Public Interest Disclosure Act 1998.

1.1.2 This Council has had a Confidential Reporting Code in place since 2000 and the Code is subject to annual review to ensure that it remains current. In addition the revised Code is circulated to all staff to ensure that it remains high profile.

1.1.3 In the last staff survey a majority of staff expressed the view that they have confidence in the Code.

1.1.4 There is a requirement for any concerns raised under this Code to be reported to the Audit Committee. However, there have been not been any concerns raised using the Code during the last year.

#### 1.2 Changes

1.2.1 The Code itself has not had any changes made to it. However, there has not been any system in place to identify concerns are being raised under this code as opposed to the normal course of duty. In order to ensure that staff are aware of the Code and its implications, a form has been prepared and attached as an annex to the Code so that it is clear if a concern is being raised using the Code. See **[Annex 1]**.

1.2.2 The revision will have been considered by Members of the Audit Committee at their meeting of 21 June 2010 and any feedback from their consideration will be passed to this Committee verbally.

### **1.3 Legal Implications**

- 1.3.1 There is a legal requirement for any organisation to have a system in place for confidential reporting to meet the requirements of the Public Disclosure Act 1998. This Code meets those requirements

### **1.4 Financial and Value for Money Considerations**

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

### **1.5 Risk Assessment**

- 1.5.1 The Code encourages concerns to be raised by individuals and ensures that they are investigated consistently. It also reduces the risk that an unacceptable practice will continue.

### **1.6 Policy Considerations**

- 1.6.1 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.

### **1.7 Recommendations**

- 1.7.1 Members are **RECOMMENDED** to endorse the Code as set out in Annex 1.

Background papers:

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Nil

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Director of Finance