

GOSPORT BOROUGH COUNCIL WHISTLEBLOWING POLICY

INTRODUCTION

1. The word whistleblowing in this Policy refers to the disclosure internally or externally by workers of suspected malpractice, as well as illegal acts or omissions at work.

POLICY STATEMENT

2. Gosport Borough Council is committed to achieving the highest possible standards of service and the highest possible ethical standards in public life and in all of its practices. To achieve these ends, it encourages freedom of speech. It also encourages staff to use internal mechanisms for reporting any malpractice or illegal acts or omissions by its employees or ex-employees.

OTHER POLICIES AND PROCEDURES

3. Gosport Borough Council has a range of policies and procedures, which deal with standards of behaviour at work; they cover Discipline, Grievance, Harassment and Recruitment and Selection. Employees are encouraged to use the provisions of these procedures when appropriate. There may be times, however, when the matter does not relate to an individual's personal employment position and needs to be handled in a different way.

Examples may be:-

- Malpractice or unfair treatment of a client/customer by a senior member of staff
- Repeated unfair treatment of a client/customer, despite a complaint being made
- A criminal offence has been committed, is being committed or is likely to be committed
- Suspected fraud
- Disregard for legislation, particularly in relation to health and safety at work
- The environment has been, or is likely to be, damaged

- Showing undue favour over a contractual matter or to a job applicant
- A breach of the Code of Conduct
- A breach of Financial Regulations or Standing Orders
- Information on any of the above has been, is being, or is likely to be concealed

This list is not exhaustive.

Gosport Borough 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 Rules and Procedures.

% FRAUD HOTLINE 023 9254 5308 (24 hrs)