



Buckinghamshire & Milton Keynes Fire Authority

MEETING	Overview and Audit Committee
DATE OF MEETING	15 July 2015
OFFICER	Lynne Swift, Director of People & Organisational Development
LEAD MEMBER	Councillor Roger Reed
SUBJECT OF THE REPORT	Revised Whistleblowing Procedure
EXECUTIVE SUMMARY	<p>Since approval at the Overview and Audit Committee in March 2013 in-year textual amendments have been made to the Whistleblowing procedure in line with legislative changes and changes to the whistleblowing hotline number. Approval to the amendments has been through the delegated authority of Director of People and Organisational Development.</p> <p>The revised Whistleblowing procedure (version 7) is being presented at this meeting in line with the current procedural review arrangements. Approval is sought for the minor amendments being proposed to the procedure as detailed in appendix 1.</p>
ACTION	Decision.
RECOMMENDATIONS	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1. The revised Whistleblowing procedure be approved for publication. 2. The next approval of the Whistleblowing procedure be in 2018 with any interim amendments as appropriate, i.e. legislative changes, being approved via delegated authority to the Director of People and Organisational Development.
RISK MANAGEMENT	<p>Business ethics are increasingly seen as an issue that can build or destroy a company's reputation. The Whistleblowing procedure sets out the procedure to be followed, giving clear guidance on when employees have concerns on what actions to take where the interests of others or of the organisation itself are at risk and where The Public Interest Disclosure Act 1998 may apply.</p> <p>The Whistleblowing procedure seeks to mitigate risk for the Authority and its employees. A clear procedure for raising issues will help reduce the risk of serious concerns being mishandled, whether by the employee or</p>

	<p>Authority.</p> <p>The updated Whistleblowing procedure has been reviewed by the Director of Legal and Governance and the Strategic Management Board prior to being presented at this meeting.</p> <p>There have been no matters requiring investigation under the Whistleblowing procedure since it was last updated by the Overview and Audit Committee in March 2013.</p>
FINANCIAL IMPLICATIONS	<p>The Whistleblowing procedure allows for employees/workers to use the Authority's external whistleblowing hotline number, in confidence, if they feel unable to raise a concern with an appropriate level of management.</p> <p>The direct and associated cost of the whistleblowing hotline number is an annual additional fee of £980 to the Occupational Health contract (PAM Assist), which forms part of the Occupational Health budget.</p>
LEGAL IMPLICATIONS	<p>Approval of the Authority's Whistleblowing procedure is reserved to the Overview and Audit Committee in its terms of reference. The changes to the law on whistleblower protection under the Enterprise and Regulatory Reform Act 2013 took effect on 25 June 2013 and were incorporated into the procedure under authority delegated to officers for that purpose by the committee at its March 2013 meeting</p>
HEALTH AND SAFETY	<p>There are no health and safety implications arising.</p>
EQUALITY AND DIVERSITY	<p>A People Impact Assessment has been updated and no adverse impacts have been identified.</p>
USE OF RESOURCES	<p>Communication with stakeholders; stakeholder communication is a significant element of successful implementation of the Whistleblowing procedure. The procedure will be communicated to staff in accordance with usual practice.</p> <p>The system of internal control; as part of the on-going review of the effectiveness and usage of this procedure, any concerns raised under the Whistleblowing procedure will be reported within the annual case management report. Although the Overview and Audit Committee will not review the procedure before 2018, it will monitor usage of the procedure when reported as part of the in annual internal audit reports.</p>
PROVENANCE SECTION &	<p>Background:</p> <p>20 March 2013 Overview and Audit Committee: Revised Whistleblowing procedure</p>

BACKGROUND PAPERS	http://bucksfire.gov.uk/files/4014/0633/2166/OA200313.pdf Minutes of the 20 March 2013 Overview and Audit Committee http://bucksfire.gov.uk/files/3514/0633/2179/OA260613.pdf
APPENDICES	Appendix 1 – Whistleblowing procedure (version 7.0)
TIME REQUIRED	10 minutes.
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