

**Standards Committee - 15<sup>th</sup> October 2008**

**Report of the Monitoring Officer**

**Confidential Reporting Policy**

**Purpose of Report**

1. To monitor the operation of the Council's Confidential Reporting Policy.

**Background**

2. Within its terms of reference the Standards Committee is responsible for advising the Council on its confidential reporting (i.e. whistle-blowing) policy and monitoring its operation.
3. The Policy was first introduced in July 1999 and was last updated in July 2007. A copy of the current policy is attached at Appendix 1.
4. In my capacity as Monitoring Officer I regularly monitor the Policy by surveying each directorate and asking a number of standard questions. The latest survey was undertaken during the Spring of 2008 and the results are set out below.

**What is the outcome of your directorate's review of the policy?**

5. Each directorate has reviewed the Policy and no changes are recommended.

**Are you aware of any use of the Policy by your staff and, if so, please supply appropriate details?**

6. Within the last 12 months the Policy has been used once within the Directorate of Law and Property when there was an allegation of a possible abuse of the clocking system. However, after investigation the allegation was not substantiated and the outcome was fed back to the whistle-blower.
7. As in previous years the Directorate of Finance received a number of anonymous communications which were investigated by Internal Audit as far as possible.

**How are your staff reminded of the existence of the policy e.g. newsletters and briefings?**

8. Generally directorates make use of briefings, newsletters, posters and leaflets.

**Are there regular checks of posters and leaflets to make sure that they are up to date and readily available?**

9. All directorates report that regular (i.e. at least annually) checks do take place and any missing posters are replaced.

**Finance**

10. There are no financial implications arising from this report.

**Law**

11. The relevant legislation is contained in the Public Interest Disclosure Act which affords some statutory protection for whistle-blowers.

**Equality Impact**

12. This report takes into account the Council's policy on equality and diversity.

**Recommendation**

13. It is recommended that the Committee note the outcome of the recent monitoring of the Confidential Reporting Policy.

*John Polychronakis*

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**J. Polychronakis.**  
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**List of Background Papers**

1. Various e-mails from Council directorates in 2008.

