



Northway Parish Council Whistleblowing Policy

Adopted Min Ref: GP/80/24

1. Introduction

The Parish Council is committed to maintaining the highest standards of honesty, integrity, and accountability. This Whistleblowing Policy aims to encourage and enable employees, volunteers, and members of the public to raise serious concerns about wrongdoing or malpractice within the Council without fear of reprisal.

2. Scope

This policy applies to all employees, volunteers, contractors, and members of the public who have concerns about any aspect of the Council's work. It covers issues such as:

- Fraud, corruption, and financial malpractice
- Criminal activities
- Miscarriages of justice
- Health and safety risks
- Environmental damage
- Breaches of legal obligations
- Abuse of power or authority
- Any other unethical or improper conduct

3. Reporting Concerns

Concerns should be reported as soon as possible. Whistleblowers are encouraged to provide as much information as possible, including:

- The nature of the concern
- The background and history of the concern
- Relevant dates
- Names and roles of those involved
- Any evidence supporting the concern

4. Confidentiality

All concerns will be treated in confidence and every effort will be made not to reveal the identity of the whistleblower without their permission. However, it may be necessary to disclose the identity of the whistleblower to ensure a thorough investigation.

5. How to Raise a Concern

Concerns can be raised through the following channels:

- **Parish Clerk**
- **Chair of the Parish Council**

6. Handling of Concerns

The Parish Council will:

- Acknowledge receipt of the concern within five working days.
- Assess the concern to determine the appropriate course of action.
- Conduct a thorough and impartial investigation and depending on the nature of the concern the matters raised may be:-

Investigated internally

Investigated by the Monitoring Officer at Tewkesbury Borough Council

Referred to the Police

- Keep the whistleblower informed of the progress and outcome of the investigation, within the constraints of confidentiality and legal requirements.

7. Protection for Whistleblowers

The Parish Council is committed to protecting whistleblowers from retaliation, harassment, or victimisation. Any attempt to retaliate against a whistleblower will be treated as a serious disciplinary offense.

8. False Allegations

If an investigation reveals that a whistleblower has made a false allegation maliciously or for personal gain, disciplinary action may be taken against the whistleblower.

9. Review of Policy

This policy will be reviewed annually by the Parish Council to ensure its effectiveness and compliance with relevant legislation.