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**Date: 12th November 2014**

Dear Sir/Madam,

A meeting of **Council** will be held in the **Council Chamber, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 18th November, 2014** at **5.00 pm** to consider the following agenda item which was marked as a verbal update from Cabinet on the 12th November 2014 and is now available.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

**Chris Burns**  
INTERIM CHIEF EXECUTIVE

## A G E N D A

7 Draft Whistleblowing Policy - 12th November 2014

**Circulation:**

All Members And Appropriate Officers

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## COUNCIL - 18TH NOVEMBER 2014

**SUBJECT: DRAFT WHISTLEBLOWING POLICY**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151 OFFICER**

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1.1 The report, which seeks approval of a revised Whistleblowing Policy, was considered by the Policy and Resources Scrutiny Committee on 11th November 2014 and by Cabinet on 12th November 2014. The Whistleblowing Policy is intended to encourage and enable employees to raise concerns with the Council without fear of victimisation, subsequent discrimination or embarrassment. The report also informs Members of a proposed change to the administration form used to record declarations of interests made by employees.

1.2 During discussion at the Cabinet meeting, Members requested that the Policy be amended where appropriate to ensure it is clear who is covered by the Policy. An amendment will be made prior to publication of this draft Policy to page 1, paragraph 3 that will replace this current paragraph with the following:

This policy only applies to Council employees. If you are a volunteer or contractor working on Council premises, including Builders, Drivers, and Suppliers, you should raise your concerns under the Corporate Complaints Policy, which is available on the Authority's Website.

1.3 Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved subject to the Head of Workforce and Organisational Development making minor changes to ensure it is clear who is covered by the policy. By a show of hands this was unanimously agreed.

RECOMMENDED that for the reasons contained in the officer's report:-

1. Members noted the contents of the report and the draft Whistleblowing Policy and recommend it to Council for adoption subject to the Head of Workforce and Organisational Development making minor changes to ensure it is clear who is covered by the Policy. The Council's Monitoring Officer make the necessary amendments to the Council's Constitution.
2. Members noted the changes to the administrative form for the declaration of interests recorded by employees and recommended to Council the adoption of the declaration form. The Council's Monitoring Officer be authorised to make the necessary changes to the Council's Constitution.

1.4 Members are asked to consider these recommendations.

Author: S.M. Kauczok, Committee Services Officer - Ext. 4243

Background Papers:  
Report to Policy and Resources Scrutiny Committee dated 11th November 2014.

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