



MANCHESTER
CITY COUNCIL

Whistleblowing

Whistleblowing Policy

Audit and Risk Management
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Whistleblowing Policy

1. Purpose

Manchester City Council's Whistleblowing Policy is a vital element of our anti-fraud, corruption and governance arrangements and our commitment to prevent and detect cases of fraud, corruption or other irregularity. This policy is supported by detailed procedural guidance and should be read in conjunction with the Anti-Fraud and Corruption policy.

2. Key Principles

The Council is committed to the highest possible standards of openness, probity and accountability and will not tolerate malpractice or wrongdoing. The Council is therefore committed to a policy which seeks to protect individuals who make certain disclosures with regard to any instance of malpractice or wrongdoing and to investigate them in the public interest.

Whistleblowing is the process for raising a concern about suspected wrongdoing, in order that this can be addressed.

Employees would normally be expected to raise any concerns initially with their line manager or within the existing line manager structure. However, this may depend on the seriousness and sensitivity of the issues and who is involved. In some circumstances, the whistleblower maybe forced to raise their concerns outside the normal management reporting line.

The Whistleblowing policy and guidance is the mechanism by which employees of the Council or others are encouraged to raise genuine concerns about aspects of the Council's work or those who work for the Council.

The policy is not to be used where other more appropriate reporting procedures are available. There are existing procedures which enable employees to lodge a grievance relating to their conditions of employment, raise matters of harassment or to make a complaint. This policy covers concerns that fall outside the scope of these existing procedures.

The aims of the policy are to:

- provide for a culture of zero tolerance toward fraud and corruption;
- encourage employees and others with serious concerns about any aspect of the Council's work to feel confident to come forward and voice those concerns; In particular concerns relating to:
 - Malpractice, fraud and corruption.
 - Illegal or criminal offences.
 - Health and safety risks.
- provide ways for employees to raise concerns at an early stage and in the right way and enable them to get feedback on any action taken;
- ensure that employees know what to do if they are not satisfied with actions taken; and
- provide safeguards to reassure those who raise concerns in good faith, that they can do so without fear of reprisals or victimisation.

The Council will seek to ensure that the Council's stance on Whistleblowing is widely publicised and that employees have access to appropriate guidance.