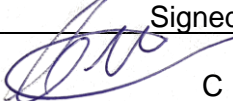




Totton & Eling Community Association Whistleblowing Policy

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1. Whistleblowing Policy (Making a protected disclosure)

Version	Action	Date	Signed
Issue 01	Issued	28/05/22	 C D Compton
	Authorised		

2. Introduction

Under certain circumstance, employees have legal protection if they make disclosures in good faith about their employer. This is referred to as 'whistleblowing'. **However, an employee making a protected disclosure must reasonably believe that the disclosure is in the Public Interest and not related to a personal private concern.**

An employee has the right under the Public Disclosure Act 1998 not to be treated detrimentally up to and including termination of employment if they make a protected disclosure on quantifiable grounds.

In the general sense this policy also applies to volunteers.

3. Qualifying disclosures

Qualifying disclosures are disclosures where it can be shown that the Organisation commits a 'relevant failure' by:

- committing a criminal offence;
- failing to comply with a legal obligation;
- a miscarriage of justice;
- endangering the health and safety of an individual(s);
- environmental damage; and/or
- concealing any information relevant to the above.

These acts can be in the past, present or future; for example, a disclosure qualifies if it is related to environmental damage that has happened, is happening or is likely to happen in the future.

4. Procedure for raising a protected disclosure.

The Trustees will take very seriously any concerns which an employee or volunteer, may raise under this legislation. It encourages employees and volunteers to use the procedure if they are concerned about any wrongdoing by



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the Trustees or the employees of the Association or anyone working or volunteering withing the Community Centre.

An employee (or volunteer) who wishes to make a protected disclosure should raise his/her concerns in the first instance to the Centre Administrator who will treat the matter with complete confidence. If the employee (or volunteer) is not satisfied with the explanation or reason given or if the matter concerns the Centre Administrators the employee (or volunteer) should raise the matter with the Chair of Trustees and/or the appropriate organisation or body, for example the Police, Environmental Agency, Information Commissioner's Office, Health and Safety Executive, or Social Services, etc.

An employee also has the right to go directly to the appropriate organisation or body.

The Public Interest Disclosure Act 1998 prevents an employee from suffering detriment or having your contract terminated for 'whistle blowing' and the Trustees take any concerns raised under the legislation very seriously.

The Totton & Eling Community Association encourages you to use the procedure if you are concerned about any wrongdoing by the Trustees or the employees of the Association or anyone working or volunteering withing the Community Centre.

However, if the procedure has not been invoked in good faith or for malicious reasons or in pursuit of a personal grudge, then it may make an employee (or volunteer) liable to immediate termination of employment or such lesser disciplinary sanction as may be appropriate in the circumstances. Please note that this procedure cannot be used to raise an issue with an employee's contract of employment or dissatisfaction with terms and conditions of employment. These should be raised through Totton & Eling Community Association's Grievance Procedure.