

South Kirkby and Moorthorpe Town Council



Whistleblowing Procedure

Do you have a concern about wrongdoing within the Council?
If so, this Procedure is designed to tell you what to do about it.

1. Introduction

1.1 The town clerk is committed to the highest possible standards of conduct and encourages individuals, with concerns about wrongdoing within the Council to come forward and report those concerns. This process is commonly referred to as “whistleblowing” and the aim of this policy is to give detailed advice and reassurance to persons who wish to “blow the whistle” by reporting wrongdoing to those who can make a difference.

1.2 Provided that you are acting in good faith when making a disclosure and you have a reasonable belief that the information disclosed tends to show that wrongdoing has occurred, is occurring or is likely to occur in the future, it does not matter if you subsequently realise that you are mistaken. You do not have to specifically prove anything in order to have your concerns about wrongdoing investigated - the message the Council wishes to give to you is **‘if in doubt – raise it’**. Employees are expected to co-operate fully with any investigation

1.3 The Council will consider the information received from a whistleblowing disclosure, however the decision as to whether or not to investigate, and the extent of that investigation will remain the Council’s.

1.4 This policy applies to all employees, and Members of the Council, contractors acting under the control of the Council and agency workers and Partnership organisations, which choose to adopt this policy. Organisations receiving grant aid from the Council may also make use of the Council’s arrangements where they wish to raise concerns relating to the Council, its Members or employees and whilst the Council will investigate these concerns, such persons may not be able to rely on the statutory protections of the Employment Rights Act 1996 as amended by the Public Interest Disclosure Act 1996.

The provisions of this Policy are not directly available to members of the public. Members of the public, who wish to raise a concern about any aspect of the Council’s work, including wrongdoing, should follow the Complaints Procedure.

2. Aims and Scope of This Procedure

The aim of this Procedure is to:

- Encourage the internal reporting of wrongdoing in a safe and constructive manner;
- Identify ways to report concerns to the appropriate regulator or outside body;
- Provide avenues for you to raise concerns about wrongdoing and receive feedback on any action taken by the Council in response to your concerns;
- Allow you to take the matter further if you are dissatisfied with the Council's response to your concerns;
- Reassure you that provided you disclose your concerns appropriately and in accordance with this policy, you will be protected from possible reprisals or victimisation.

2.2 All organisations face the risk of things going wrong or of unknowingly harbouring wrongdoers. The Council believes it has a duty to identify such situations and take the appropriate measures to remedy the situation. By encouraging a culture of openness the Council believes it can help prevent wrongdoing occurring both now and in the future.

2.3 The Council has existing procedures in place to enable you to raise complaints about a variety of issues relating to your employment through the Grievance Procedure. The Whistleblowing Policy is intended to cover concerns that fall outside the scope of the Grievance Procedure and you do not need to raise a grievance in order to disclose a concern about wrongdoing.

2.4 Any concern that you have about wrongdoing within the Council can and should be reported under this Policy. If you fail to report your concerns, you could by your silence become implicated in the wrongdoing.

2.5 Your concern may be about something that:

- Is unlawful, e.g. theft, fraud, corruption, abuse of clients or service users;
- Falls below established standards or practice;
- Amounts to improper conduct;
- Amounts to a failure to comply with a legal duty, e.g. a breach of a statutory duty;
- Amounts to a miscarriage of justice;
- Is a health and safety risk, including risks to the public as well as other employees;
- Damages the environment;
- Comprises deliberately covering up any of the above.

2.6 If your concern is in relation to any wrongdoing to Children and/or Vulnerable Persons, further information and guidance on how to raise such concerns can be found in Annex 1.

2.7 By knowing about wrongdoing at an early stage, the Council has the chance to take the necessary steps to safeguard its interests. The message the Council wishes to give you is that you must not hesitate to "blow the whistle" on wrongdoing.

3. General Points

3.1 Although concerns about wrongdoing can be raised orally or in writing, the Council would encourage you to put them in writing, setting out the background and history of the concern and giving names, dates, places and amounts where possible, providing as much information as you have available. You must fully co-operate with any investigation that is instigated, especially if your concerns relate to the welfare of Children and Vulnerable Persons. You may therefore wish to involve your Trade Union representative or other advisory body, such as the Citizen's Advice Bureau at this stage.

3.2 The Council also encourages you to put your name to your concerns. Concerns expressed anonymously will be considered at the discretion of the Council and in exercising this discretion the Council will take into account the seriousness of the issues raised, the credibility of the concern and the likelihood of corroboration from other sources.

3.3 The Council does not expect you to prove that the wrongdoing has occurred is occurring or is likely to occur in the future but you will need to show to the person you contact that you have sufficient grounds for your concern and that the information disclosed tends to show the wrongdoing.

3.4 Any concerns about wrongdoing within the Council which you do not raise in good faith, for example concerns that you raise maliciously, for revenge or for personal gain, may result in action taken against you in accordance with the Disciplinary Procedure. You help to show your good faith by telling the Council all that you know about the matters you raise.

3.5 If you are already the subject of any other employment procedure this will not be affected as a result of you raising a concern about wrongdoing under this Policy.

4. Safeguards

Anonymous Disclosure

4.1 If you express your concerns about wrongdoing anonymously, your disclosure is much less powerful; consequently, the Council encourages you to put your name to your disclosure.

4.2 Anonymous concerns about wrongdoing will still be considered by the Council, although any action taken will be at the discretion of the Investigating Officer. In exercising this discretion, regard will be had to a number of factors, including:

- The seriousness of the concern raised;
- The credibility of the disclosure;
- The likelihood of confirming the concern from other sources.

Confidentiality

4.3 All concerns about wrongdoing made under this Policy will be treated confidentially and, unless you agree, the Council will do its best not to disclose your identity.

4.4 However, you must appreciate that the investigation process may reveal who raised the concern and as part of this investigation, you may be required to provide a statement to the Council or to an external body, for example the Police or another appropriate enforcement agency.

Harassment or Victimisation

4.5 The Council recognises that the decision to raise a concern about wrongdoing can be a difficult one to make. The Council will not tolerate harassment or victimisation as a result of you raising a concern and will take action to protect you when your disclosure was made in good faith and you had a reasonable belief that the information disclosed tended to show the wrongdoing.

4.6 If you feel that you have suffered harassment, either directly or indirectly, as a result of raising a concern under this policy, you should refer to the Harassment and Bullying at Work Procedure.

Protected Disclosure

4.7 The Employment Rights Act 1996 as amended by the Public Interest Disclosure Act 1998 protects workers who make a “protected disclosure” from dismissal, selection for redundancy or from being subjected to any other detriment in employment as a result of raising a concern about wrongdoing.

4.8 Consequently, if you raise a concern, which falls into one of six categories of wrongdoing, this will be a “protected disclosure” provided that the specific requirements for that category of wrongdoing are met in that the concern is raised to the proper person or organisation. These six categories are:

- Crimes
- Failure to comply with legal obligations
- Miscarriage of justice
- Risks to Health & Safety
- Damage to the environment
- Covering up any of the above

4.9 The legal requirements of making a “protected disclosure” about each of these categories of wrongdoing are different for each category. Further information about these requirements is set out in the attached Protected Disclosure Guide (Annex 2).

Unprotected Disclosure

4.10 Whilst the Council would wish you to raise any concerns you have about wrongdoing within the Council, if your disclosure does not meet the requirements of a “protected disclosure”, you will not be able to rely upon the protection of the Employment Rights Act 1996 as amended by the Public Interest Disclosure Act 1998.

4.11 For example, it is unlikely that raising a concern about wrongdoing to the media would qualify as a “protected disclosure”.

Untrue Allegations of Wrongdoing

4.12 The Council's intention in having a Whistleblowing Policy is to encourage you to raise legitimate concerns about wrongdoing. Consequently, if you raise a concern in good faith and you have a reasonable belief that the information disclosed tends to show the wrongdoing has occurred, is occurring or is likely to occur in the future but the wrongdoing is not confirmed by the subsequent investigation, it is unlikely that any disciplinary action will be taken against you. Where, however, you are shown to have raised concerns about wrongdoing in bad faith, for example you have raised them maliciously, for revenge or for personal gain, disciplinary action may be taken against you in accordance with the Disciplinary Procedure.

5. How to Raise Your Concern

5.1 The Council wishes to encourage you to raise any concerns of wrongdoing internally but does recognise that in certain circumstances it may be appropriate that you instead raise your concerns externally, to a relevant external organisation.

Internally – to Management

5.2 Firstly the Council would encourage you to raise any concerns of wrongdoing to your Line Manager. However, the Council appreciates that this depends on the seriousness and sensitivity of the issues involved and also whether you think your Line Manager may be involved in the wrongdoing.

5.3 Secondly, if you believe that the issue is too serious or sensitive for you to raise your concerns with your Line Manager or your Line Manager is involved in the wrongdoing, the Council would suggest that you instead approach the Town Clerk.

5.4 Thirdly, if you believe that the issue is too serious or sensitive for you to raise your concerns with the Town Clerk or they are involved in the wrongdoing, the Council would ask that you instead approach one of the following:

- The Chair of the Employment Sub-Committee
- The Mayor

5.5 If you feel unable to raise your concerns about wrongdoing internally or feel dissatisfied with an internal investigation into your concerns, the Council acknowledges that you may be justified in contacting a relevant external organisation.

5.6 The Secretary of State has prescribed a number of external organisations for the purpose of raising a concern about wrongdoing, in the event that the more stringent conditions regarding external disclosure are met. The attached List of Prescribed Persons sets out who you can contact depending on what your concern is about. He/she may provide independent advice.

5.7 The Council acknowledges that in certain, limited, situations, you may also be justified in raising a concern about wrongdoing to a wider audience but would refer you to the attached Protected Disclosure Guide before you take such action so that you can determine whether this course of action is appropriate.

5.8 If you choose to disclose your concern outside the Council, you must take care to ensure that you do not disclose confidential or privileged information. Examples of information that was given to the Council in confidence (either explicitly or where it is clear from the circumstances that there is an expectation that the information will not be passed on) are

- information that would enable a child or other vulnerable client to be identified
- commercially sensitive information
- third party personal financial information
- information that is held as part of court proceedings where the information has not been made public
- legal advice given to the service

Where confidential or privileged information is inappropriately disclosed, you may be subject to disciplinary action in accordance with the Disciplinary Procedure.

Concerns about Children and Vulnerable Persons

5.9 If your concern is in relation to any wrongdoing to Children and / or Vulnerable Persons, it is imperative that the procedure set out in Annex 1 is followed by reason of the specific obligations upon persons reporting concerns regarding the wellbeing of Children and / or Vulnerable Persons.

General

5.10 In all circumstances, you should make it clear that you are raising your concerns about wrongdoing under the Whistleblowing Policy.

5.11 The earlier you raise your concern; the easier it may be for the Council to take action.

5.12 Once a concern about wrongdoing has been raised either internally or externally, you have a duty to fully cooperate throughout the course of the investigation.

5.13 The Council recognises that you may wish to seek advice from your Trade Union representative or other advisory body, such as the Citizen's Advice Bureau before raising a concern about wrongdoing.

6. How the Council will respond

6.1 The action taken by the Council will depend upon the nature of the concern that is raised.

6.2 In most instances, it is expected that in order to protect individuals and the Council, initial enquiries will be made to decide whether a formal investigation is required and, if so, what form this investigation will take. At this stage, the person dealing with the initial whistleblowing disclosure, must inform the Town Clerk who will then take the decision to:

- Complete the investigation internally using an independent and impartial Officer.
- They will also determine the terms of reference for the investigation; or
- Refer the matter to an external body for them to investigate;

- Refer the matter to the Council's external Auditor; or
- Refer the matter directly to the Police; or
- Organise an independent inquiry; or
- Refer the matter for consideration under any other existing Council procedure as may be appropriate in the circumstances; or
- Take no further action

6.3 The Council would also wish to point out that some concerns about wrongdoing may be resolved by agreed action without the need for further investigation.

6.4 Within 10 working days, or if this is not possible as soon as reasonably practicable, on receipt of your concern about wrongdoing, the Council will write to you, at your contact address, with the following information:

- An acknowledgement that your concern has been received;
- An indication of what happens next;

And when practically possible

- An estimate of how long it will take to provide you with a final response and why it will take this long;
- If applicable, an explanation as to why it may not be appropriate to carry out a formal investigation.

6.5 The amount of contact between you and the Investigating Officer will depend on the nature of the concern about wrongdoing you have raised, the potential difficulties involved and the clarity of the information provided. If it is necessary to seek further Information from you, a meeting will be arranged with you, at which you will have the right, if you wish, to be accompanied by your Trade Union representative or work colleague who is not involved in the area of work to which the concern about wrongdoing relates or another advisory body such as the citizens advice bureau. At your request, any meeting may be held away from your workplace and / or outside working hours if appropriate.

6.6 The Council will attempt to resolve the matter within 20 working days, or if this is not possible as soon as reasonably practicable, of your concern being raised. If the matter cannot be resolved within this time scale, the Council will keep you regularly informed of how the concern you raised is being dealt with.

6.7 The Council accepts that employees raising a concern about wrongdoing need to be assured that the matter has been properly addressed. Consequently, subject to legal constraints, the person raising the concern will be notified of the outcome of any investigation.

6.8 The outcomes of all formal Whistleblowing investigations will be reported to the Employment Sub Committee and the Town Clerk.

6.9 It is recognised that instances may arise where a concern has been raised but not proven, that results in the whistleblower and accused person resuming a working relationship together.

This in turn may give rise to concerns of potential victimisation or harassment. Where this is the case, reference should be made to the Harassment and Bullying Procedure.

Annex 1

Raising a Concern about Wrongdoing to Children and/or Vulnerable Persons

1. This Annex sets out a number of factors, additional to the provisions of the Whistleblowing Policy, which are relevant if the wrongdoing you wish to raise concerns wrongdoing to children and/or vulnerable persons.

Raising a Concern to Your Employer

2. When a concern is raised about wrongdoing to children and/or vulnerable persons, the Council will refer the issue for investigation by a person with sufficient and appropriate independence, experience and expertise in such matters to be able to properly investigate the concern raised. This person may be an Officer of the Council or may, if the concern is complex, be from an external organisation.

3. The Council will endeavour to ensure that the terms of reference for any concern or concerns raised will be sufficiently open and flexible so as to allow the independent investigator to determine what evidence they need to consider. Specific provision will also be made so that the independent investigator is able to recommend the extension of their original terms of reference should they consider this to be in the children's and/or vulnerable persons' best interests and pursue or report to the appropriate protection authority, any child and/or vulnerable person safeguarding concern they identify, either current or past.

4. Recommendations to extend the original terms of reference may in particular relate to other areas the independent investigator considers relevant to their original terms of reference or more widely to the safety, rights or welfare of children and/or vulnerable persons.

5. The Council will endeavour to ensure that the independent investigator will receive appropriate support and that they will be given access to all relevant information during their investigation.

6. The Council will endeavour to ensure that every effort is made by all concerned in the investigation to preserve confidentiality for identifiable children and/or vulnerable persons, whilst also ensuring that confidentiality does not prevent the proper referral or identification of the concerns raised.

7. Where multiple concerns are raised, either initially or sequentially, the independent investigator will list these concerns separately and respond at the end of the investigative process on each separate concern.

8. When investigating multiple concerns, other persons (including children and/or vulnerable persons, employees, carers and witnesses) will, where this is necessary and/or appropriate, be questioned by the independent investigator in order to elicit information on each separate concern in respect of which they are likely to be in a position to comment or give evidence upon.

9. When investigating a concern alleging or implying risk of past, present or likely future significant harm to children and/or vulnerable persons, or significant harm to children's and/or vulnerable persons' rights or welfare, the independent investigator will give first priority to the assessment of any current or likely imminent risk of significant harm or significant breaches of welfare of any child and/or vulnerable person. Past concerns or evidence will be included in the investigation if the independent investigator considers them relevant to present or future safeguarding of the safety, rights or welfare of children and/or vulnerable persons.

10. When investigating concerns about wrongdoing to children and/or vulnerable persons, the independent investigator will give first priority to the resolution of any concerns about the safety, rights and welfare of children and/or vulnerable persons, solely in the interests of the children and/or vulnerable persons affected. Secondary priority will then be given to any and all other concerns raised.

11. Persons who raise a concern about wrongdoing to children and/or vulnerable persons shall be required to co-operate fully in any child and/or vulnerable person protection enquiries or enquiries related to children's and/or vulnerable persons' safety, rights or welfare, and to provide the independent investigator with any and all relevant evidence they have, even if they have a separate complaint or grievance about the process against the Council or any independent investigator. Such a complaint or grievance shall be dealt with separately to the Whistleblowing Policy.

12. The findings and recommendations of the independent investigator shall be notified to the Town Clerk.

Annex 2

Protected Disclosure Guide

Whether the concern you raise is likely to be a "protected disclosure" under the Employment Rights Act 1996 as amended by the Protection from Disclosure Act 1998 depends upon the following:

1. Whether your concern falls within one of the six categories of wrongdoing and whether you have complied with the relevant requirements for raising a concern;

and

2. The person or organisation you contact to raise your concern.

1. The Six Categories of Wrongdoing – Requirements for Raising a Concern

- **Crime**

You must have a reasonable belief that your concern tends to show that a criminal offence has been committed, is being committed or is likely to be committed.

- **Failure to Comply with Legal Obligations**

You must have a reasonable belief that your concern tends to show that a person has failed, is failing or is likely to fail to comply with any legal obligation to which he is

subject. The legal obligation must exist - it is not enough that you merely think the legal obligation exists.

- **Miscarriage of Justice**
You must have a reasonable belief that your concern tends to show that a miscarriage of justice has occurred, is occurring or is likely to occur.
- **Risks to Health & Safety**
You must have a reasonable belief that your concern tends to show that the health and safety of any individual has been, is being or is likely to be endangered.
- **Damage to the Environment**
You must have a reasonable belief that your concern tends to show that the environment has been, is being or is likely to be damaged.
- **Covering up any of the above**
You must have a reasonable belief that your concern tends to show that information tending to show any of the above has been, is being or is likely to be deliberately concealed.

Notes

If by raising your concern, you commit an offence, this will not be a protected disclosure.

If you raise a concern in the course of obtaining legal advice and a claim of legal professional privilege could be maintained in legal proceedings, this will not be a protected disclosure.

2. The Person or Organisation You Contact to Raise Your Concern

- **Your Employer**
 - You must meet the requirements noted above for the category of wrongdoing.
 - You must raise your concern in good faith.
- **Other Responsible Person**
 - You must meet the requirements noted above for the category of wrongdoing.
 - You must raise your concern in good faith.
 - You must reasonably believe that your concern relates solely or mainly to either the conduct of the Other Responsible Person rather than your employer or to any other matter for which the Other Responsible Person rather than your employer has legal responsibility.
- **Legal Advisor**
 - You must meet the requirements noted above for the category of wrongdoing.
 - You must raise your concern in the course of obtaining legal advice.
- **A Minister of the Crown**
 - You must meet the requirements noted above for the category of wrongdoing.
 - You must raise your concern in good faith.
 - Your employer must be an individual appointed under any enactment by a Minister of the Crown or a body whose members are so appointed.
- **A Prescribed Person**
 - You must meet the requirements noted above for the category of wrongdoing.
 - You must raise your concern in good faith to a person/organisation on the List of Prescribed Persons.

- You must have a reasonable belief that your concern falls within any description of matters in respect of which the person/organisation has been prescribed (see Annex 3).
- You must have a reasonable belief that your concern is substantially true.
- **Disclosure in Other Cases**
 - You must meet the requirements noted above for the category of wrongdoing.
 - You must raise your concern in good faith.
 - You must have a reasonable belief that your concern is substantially true.
 - You must not raise your concern for personal gain.
 - You must fulfil one of the following conditions:
 - At the time you raise your concern, you must reasonably believe that you will be subjected to a detriment by your employer if you raise your concern to your employer or to a Prescribed Person; OR
 - In a case where there is not a Prescribed Person in relation to the description of matters of your concern, you must reasonably believe that it is likely that evidence relating to your concern will be concealed or destroyed if you raise your concern to your employer; OR
 - You have previously raised substantially the same concern to your employer or to a Prescribed Person.
- **It must**, in all the circumstances of the case, be reasonable to raise your concern. In determining whether it is reasonable to raise the concern, regard shall be had to the following factors:
 - The identity of the person to whom you raise your concern;
 - The seriousness of your concern;
 - Whether your concern is continuing or is likely to occur in the future;
 - Whether your concern is raised in breach of a duty of confidentiality owed by your employer to a third party, for example a service user;
 - Where you have previously raised substantially the same concern to your employer or to a Prescribed Person, any action which the employer or the Prescribed Person has taken or might reasonably be expected to have taken as a result of your concern having been raised; and
 - Where you have previously raised substantially the same concern to your employer, whether in making the disclosure to your employer you complied with any relevant procedure of your employer, for example the Whistleblowing Policy.

Disclosure of Exceptionally Serious Failure

- You must meet the requirements noted above for the category of wrongdoing.
- You must raise your concern in good faith.
- You must have a reasonable belief that your concern is substantially true.
- You must not raise your concern for personal gain.
- Your concern must be of an exceptionally serious nature.
- It must, in all the circumstances of the case, be reasonable to raise your concern. In determining whether it is reasonable to raise the concern, regard shall be had to the identity of the person to whom you raise your concern.

Whistleblowing Contacts

The Audit Commission

Contact

The Audit Commission
1st Floor, Fry Building
2 Marsham Street
London
SW1P 4DF
Tel: 0303 444 8330

The Charity Commission for England and Wales

Contact

Charity Commission
PO Box 1227
Liverpool
L69 3UG
Tel: 0845 300 0218
Fax: 0151 703 1556

Criminal Cases Review Commission

Contact

5 St. Philips Place
Birmingham
B3 2PW
Tel: 0121 233 1473
Fax: 0121 232 0899

Care Quality Commission

Contact

CQC National Customer Service Centre
Citygate
Gallowgate
Newcastle upon Tyne
NE1 4PA
Tel: 03000 616161
Fax: 03000 616171

OFSTED

Contact

WBHL
Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD
Tel: 0300 123 3155 (Mon to Fri 8am – 6pm)
Email: whistleblowing@ofsted.gov.uk

Her Majesty's Revenue and Customs

Contact

Her Majesty's Revenue and Customs
Cross Cutting Policy
Room 1E/04
1 Parliament Street
London
SW1A 2BQ
Tel: Helpline 0345 300 3900

Comptroller and Auditor General of the National Audit Office

Contact

The Comptroller and Auditor General
National Audit Office
157-197 Buckingham Palace Road
Victoria
London
SW1W 9SP
Tel: 020 7798 7999

The Serious Fraud Office

Contact

Serious fraud Office
2-4 Cockspur Street
London
SW1Y 5BS
Tel: General Enquiries +44 10120 7239 7272

The Food Standards Agency

Contact

Tel: 020 7276 8829

Email: helpline@foodstandards.gsi.gov.uk

The Environment Agency

Contact

National customer Contact Centre

PO Box 544

Rotherham

S60 1BY

Tel: 03708 506 506

Financial Services Authority

Contact

25 The North Colonnade

Canary Wharf

London

E14 5HS

Tel: 020 7676 4646

General Social Care Council

Contact

Skipton House

80 London Road

London

SE1 6LH

Tel: +44101207397 5100

Health and Safety Executive

Contact

Leeds Office

The Lateral

8 City Walk

Leeds

LS11 9at

Fax: 0113 283 4382 (general enquiries)

Fax: 0113 283 4296 (completed F10 forms)

Homes and Communities Agency

Contact

The Referrals & Regulatory

Enquiries Team

Tel: 0300 1234 500

Email: NROSHenquiries@hca.gsi.gov.uk

Wakefield Council

Contact

Wakefield One

PO Box 700

Wakefield

WF1 2EB

Tel: 0345 8 506 506

Information Commissioner

Contact

Tel: 0303 123 1113

Fax: 01625 524 510

Pensions Regulator

Contact

The Pensions Regulator

Napier house

Trafalgar House

Brighton

BN1 4DW

Tel: 0845 600 7060

Email: wb@tpr.gov.uk

Office of Communications

Contact

The Office of Communications

Riverside House

2a Southwark Bridge Road

London
SE1 9HA
Tel: 0300 123 3333
Fax: 0300 123 3334
Email: contact@ofcom.org.uk

HM Treasury

Contact

The Correspondence and Enquiry Unit
1 Horse Guards Road
London
SW1A 2HQ
General Enquiries: 020 7270 5000
Email: publicenquiries@hmtreasury.gsi.gov.uk

Department for Business, Innovation and Skills

Contact

1 Victoria Street
London
SW1H 0ET
Tel: 020 7215 5000
Email: enquiries@bis.gsi.gov.uk

Local authorities which have responsibility for enforcement of consumer protection legislation

Contact

Wakefield One
PO Box 700
Wakefield
WF1 2EB
Tel: 0345 8 506 506
Email: customerservices@wakefield.gov.uk

Local authorities which are responsible for the enforcement of food standards

Contact

Wakefield One
PO Box 700
Wakefield
WF1 2EB
Tel: 0345 8 506 506

Email: customerservices@wakefield.gov.uk

Advisory, Conciliation and Arbitration Services (Acas)

Contact

The Cube

123 Albion Street

Leeds

LS2 8ER

Tel: 0300 123 1100 (8am-8pm Monday to Friday and 9am-1pm Saturday)

Public Concern at Work

Contact

3rd Floor, Bank Chambers

6 - 10 Borough High Street

London

SE1 9QQ

Tel: Whistleblowing Advice Line: 020 7404 6609

Tel: General enquiries: 020 3117 2520

Fax: 020 74038823

Email: UK advice line: whistle@pcaw.org.uk