

**PE1488/K**

Our Ref. RMMacB/aad  
Your Ref. --  
Contact Roderick MacBeath  
Email rmacbeath@aberdeencity.gov.uk  
Direct Dial 01224 523054  
Direct Fax 01224 523931



9<sup>th</sup> April, 2014

Mr. Ned Sharratt,  
Assistant Clerk to the Public Petitions Committee,  
T3.40 Scottish Parliament,  
EDINBURGH.  
EH99 1SP

Legal and Democratic Services  
**Corporate Governance**  
Aberdeen City Council  
1<sup>st</sup> Floor  
Town House  
Broad Street  
Aberdeen AB10 1AQ

Tel 01224 522000  
Minicom 01224 522381  
DX 529450, Aberdeen 9  
[www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

Dear Mr. Sharratt,

**PETITION PE1488**

I refer to your letter of 19<sup>th</sup> March, 2014, seeking information on how elected members are involved in the Council's Whistleblowing policy.

Essentially, the Councillors' involvement is in the approval of the policy itself and in receiving a report from the Monitoring Officer on the outcome of any investigation or on an update in progress.

Following the introduction of the Enterprise and Regulatory Reform Act 2013, the Council's Whistleblowing policy was revised in November, 2013, and approved by Councillors the following month. The policy applies to all employees and workers, including agency staff, self-employed workers, sub-contractors and workers employed by an out-sourced contractor providing Council services. Employees can take advice and receive support from Trade Unions or work colleagues, contact their Service Manager or Head of Service or, to invoke the formal procedure, contact the Monitoring Officer. Following the outcome of an investigation, the Monitoring Officer would contact the relevant Head of Service in relation to any action points which must be implemented within set timescales; any non-compliance would be reported to the Chief Executive and, should the matter remain unresolved, the Monitoring Officer would report to Council. In addition, the Monitoring Officer is also responsible for reporting the number of and progress on all whistleblowing concerns to each meeting of the appropriate committee. Should any individual who raised a concern be dissatisfied with their determination of the Monitoring Officer in the conclusions and actions to be taken, they can contact Public Concern at Work, an

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DIRECTOR OF CORPORATE GOVERNANCE



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independent external organisation which advises on progress in whistleblowing issues. Employees can also contact appropriate external bodies, examples of which are listed in the Whistleblowing policy, such as the HSE, Food Standards Agency, SEPA, Serious Fraud Office, Audit Scotland, Office of Fair Trading, etc.

If you require any further information, please contact me.

Yours sincerely,

**Roderick MacBeath**  
Senior Democratic Services Manager