

Policy Type

Council

Policy Purpose

The City of Cockburn (The City) is committed to promoting integrity, transparency and accountability in its operations. The *Public Interest Disclosure Act 2003* (The Act) provides a framework for the disclosure and investigation of wrongdoing within the City. This policy aims to ensure that City employees are aware of their obligations under the Act and strongly supports disclosures being made by employees about corrupt or improper conduct. It also strongly supports contractors and members of the community making disclosures about corrupt and improper conduct.

Policy Statement

This Policy applies to all City of Cockburn Elected Members, employees, contractors and any person either making a public interest disclosure or may be the subject of a disclosure.

Conduct which shows involvement in one or more of the following by a public authority, public officer or public sector contractor should be disclosed under the Act:

- Improper conduct (generally a breach of the standards of conduct that a reasonable person could expect of a person or body, knowing their duties, powers and authority, in the circumstances of the case);
- An offence under State Law (including corruption);
- Conduct relating to matters of State or local government administration;
- Substantial irregular or unauthorised use of public resources;
- Substantial mismanagement of public resources;
- Substantial and specific risk of injury to public health, prejudice to public safety or harm to the environment;
- Matters of state or local government administration that can be investigated under section 14 of the *Parliamentary Commissioner Act 1971*.

A PID Officer is defined as: A person appointed by the Chief Executive Officer of the City to undertake the responsibilities and actions so prescribed under the Act including receiving disclosures.

The City of Cockburn will handle all public interest disclosures with confidentiality. The identity of the discloser, as well as any information that could reasonably identify them, will be protected to the fullest extent allowed by law. Confidentiality obligations also apply to all individuals involved in the disclosure process.

- (1) The City accepts and endorses the following principles specific to the PID Act
 1. The protection from detrimental action, or threat, being taken against any person who makes a lawful disclosure of public interest information.

Policy	Public Interest Disclosure
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2. The commitment to respond to any disclosure thoroughly and impartially, by treating all people in the disclosure process fairly, including those who may be the subject of a disclosure.
 3. The provision of as much information as possible to people considering making a public interest disclosure.
 4. The preparation and publication of internal procedures associated with managing any disclosure on the City’s website.
 5. The full compliance with the provisions of the PID Act and the associated Code of Conduct and Integrity produced by the Public Sector Commissioner.
- (2) The CEO is required to designate the PID officer/s for the City with the responsibility for receiving public interest disclosures.
 - (3) The City will ensure that details of any records made, or provided, in relation to the disclosure and assessment process are stored and secured in the city’s record keeping system.
 - (4) The City will ensure that all reasonable necessary protection is provided to those who make disclosures (whistle blowers) in accordance with the Act.
 - (5) The City will report annually to the Public Sector Commission on the number of disclosures received, the results of any investigations conducted as the result of disclosures, any action taken because of the investigation and any other statutory requirements.
 - (6) This Policy focuses on public interest disclosures made in accordance with the Act, however, the City is committed to dealing with all reports of suspected wrongdoing and encourages people to report any such allegations for assessment.

Strategic Link:	Strategic Community Plan – Listening and Leading
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