



1. COUNCIL POLICIES
1.2 OTHER COUNCIL ISSUES

1.2.7 **Support for Staff who make Public Interest Disclosures**

Policy Measures

The objective of this Policy is to provide procedures for compliance with the Public Interest Disclosure Act and to ensure that there is a supportive and informed culture within the organisation in terms of public interest disclosures.

Support for Staff who make Public Interest Disclosures

The Shire of Manjimup does not tolerate corrupt or other improper conduct, including mismanagement of public resources, in the exercise of the public functions of the Shire of Manjimup and its elected members, employees and contractors.

The Shire of Manjimup is committed to the aims and objectives of the *Public Interest Disclosure Act 2003* (PID Act). It recognises the value and importance of contributions of staff to enhance administrative and management practices and strongly supports disclosures being made, by staff, as to corrupt or other improper conduct.

The Shire of Manjimup will take all reasonable steps to provide protection to staff who make such disclosures from any detrimental action in reprisal for the making of a public interest disclosure.

The Shire of Manjimup does not tolerate any of its elected members, employees or contractors engaging in acts of victimisation or reprisal against those who make public interest disclosures.

Purpose of this Policy

The internal procedures providing the manner in which the Shire of Manjimup will comply with its obligations that are based on the PID Act 'Guidelines on Internal Procedures' published by the Public Sector Standards Commissioner. They provide for the manner in which:

- Disclosure of public interest information shall be made to the Public Interest Disclosure Officer (PID Officer).
- The PID Officer shall investigate the information disclosed, or cause that information to be investigated.
- The PID Officer may take action following the completion of the investigation.
- The PID Officer shall report to the informant as to the progress and outcome of that investigation and the action taken as a consequence.
- The confidentiality of the informant, and any person who maybe the subject of a public interest disclosure, shall be maintained.
- Records as to public interest disclosure shall be maintained and reporting obligations complied with.

Administration

Designation of Public Interest Disclosure (PID) Officer

The person from time to time holding or acting in the position of Director Community Services (or the position as determined by the Chief Executive Officer) is designated as the Public Interest Disclosure Officer, or PID Officer, of the Shire of Manjimup.

The PID Officer is responsible for receiving disclosure of public interest information relating to matters falling within the sphere of the responsibility of the Shire of Manjimup.

The PID Officer is to act in that role in accordance with the Public Interest Disclosure Act and Guidelines issued by the Commissioner of Public Sector Standards [which are to be read in conjunction with this policy].

Adoption and Date Due for Revision

ADOPTED 13 OCTOBER 2005
REVIEWED 11 DECEMBER 2014
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REVIEWED 23 JANUARY 2020

NEXT DUE FOR REVIEW JANUARY 2024

The Administration of this Policy is by the Office of the CEO.
