

Faith Movement CIO

Whistleblowing Policy

1. Introduction

The Faith Movement Charitable Incorporated Organisation (hereinafter referred to as “the Faith Movement”) is a charity registered in England, number 1188137.

2. Policy

It is important that any fraud, misconduct or wrongdoing by Trustees, members, volunteers or others working on behalf of the Faith Movement is reported and properly dealt with. The Faith Movement therefore requires all individuals to raise any concerns that they may have about the conduct of others in the charity or the way in which the organisation is run. This policy sets out the way in which individuals may raise any concerns that they have and how those concerns will be dealt with.

The Public Interest Disclosure Act 1998 provides protection for those who raise legitimate concerns about specified matters in the public interest. These are called ‘qualifying disclosures’. A qualifying disclosure is one made by a someone who has a reasonable belief that any of the following is being, has been or is likely to be, committed:

- A criminal offence
- A miscarriage of justice
- An act creating risk to health and safety
- An act causing damage to the environment
- A breach of any other legal obligation
- Concealment of any of the above

It is not necessary for an individual to have proof that such an act is being, has been, or is likely to be, committed – a reasonable belief is sufficient. An individual has no responsibility for investigating the matter – it is the Charity's responsibility to ensure

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that an investigation takes place. If an individual makes a protected disclosure the individual has the right not to be dismissed, subjected to any other detriment or victimised because of having made a disclosure. The Faith Movement encourages individuals to raise concerns under this procedure in the first instance.

3. Principles

- Everyone involved in the Faith Movement should be aware of the importance of preventing and eliminating wrongdoing in the operation of the organisation. Trustees, members, volunteers and others working on behalf of the charity should be watchful for illegal or unethical conduct and report anything of that nature of which they become aware.
- Any matter raised under this procedure will be investigated thoroughly, promptly and confidentially, and the outcome of the investigation reported back to the person who raised the issue.
- No Trustees, member, volunteer or other person working on behalf of the charity will be victimised for raising a matter under this procedure. This means that the continued involvement with the charity will not be prejudiced because they have raised a legitimate concern.
- Victimisation of an individual for raising a qualified disclosure will be a disciplinary offence.
- If misconduct is discovered as a result of any investigation under this procedure, the Faith Movement's disciplinary procedure will be used, in addition to any appropriate external measures. Maliciously making a false allegation is a disciplinary offence.
- An instruction to cover up wrongdoing is itself a disciplinary offence. If told not to raise or pursue any concern, even by a person in authority such as a

Trustee or event organiser, an individual should not agree to remain silent.

The individual should report the matter to the Chair of the Board of Trustees.

Procedure

Stage 1

In the first instance, any concerns should be raised with the Chair of the Board of Trustees, who will arrange an investigation of the matter. The investigation may involve the individual who raises concerns and other individuals involved giving a written statement. Any investigation will be carried out in accordance with the principles set out above. The individual's statement will be taken into account and that same individual will be asked to comment on any additional evidence obtained. The Chair will take any necessary action, including reporting the matter to any appropriate government department or regulatory agency. The Chair will also invoke any disciplinary action required. On conclusion of any investigation, the individual who raised concerns will be told the outcome and what the charity has done, or proposes to do, about the results of the investigation. If no action is to be taken, the reason for this will be explained.

Stage 2

If an individual is concerned that the Chair is involved in the wrongdoing, has failed to make a proper investigation or has failed to report the outcome of the investigations to the relevant person, the individual should escalate the matter to the Secretary of the Board of Trustees. The Secretary will arrange for a review of the investigation to be carried out, make any necessary enquiries and make a report to the Board.

Stage 3

If on conclusion of stages 1 and 2 an individual reasonably believes that the appropriate action has not been taken, the individual should report the matter to the relevant body. This includes:

- HM Revenue & Customs
- the Health and Safety Executive
- the Environment Agency
- the Serious Fraud Office
- the Charity Commission
- the Pensions Regulator
- the Information Commissioner
- the Financial Conduct Authority.

You can find the full list in The Public Interest Disclosure (Prescribed Persons) Order 2014:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/496899/BIS-16-79-blowing-the-whistle-to-a-prescribed-person.pdf

Adopted 19th May, 2021.....

Review May 2023.....

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