

CP.15 Public Interest Disclosure

<i>Responsible Department</i>	Office of the Chief Executive Officer
<i>Resolution Number</i>	C.5384
<i>Resolution Date</i>	26 August 2025
<i>Next Scheduled Review</i>	2027/28
<i>Related Shire Documents</i>	Manage Public Interest Disclosures Process
<i>Related Legislation</i>	<p>Local Government Act 1995 Public Interest Disclosure Act 2003 State Records Act 2000 Corruption Crime and Misconduct Act 2003 Public Interest Disclosure Regulations 2003 Standing Orders Local Law 2018 Public Sector Commission Code of Conduct Australian Standard for Whistle Blower Protection (AS8004:2003)</p>

OBJECTIVE

The Shire of Northam (The Shire) 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 Shire. This policy aims to ensure that Shire 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.

SCOPE

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

POLICY

1. Policy Statement

The Shire does not tolerate corrupt or other improper conduct including mismanagement of public resources in the exercise of the public functions of the Shire of Northam and its Council Members, officers, employees and contractors.

The Shire of Northam is committed to the aims and objectives of the *Public Interest Disclosure Act 2003* (PID Act). The Shire recognises the value and importance of

contributions of employees and others to enhance administrative and management practices, and strongly supports disclosures being made as to alleged misconduct.

The Shire will:

- a) facilitate the disclosure of public interest information for all Council Member, employees, contractors, and any other person making a disclosure to the Shire relating to a matter of public interest information;
- b) provide protection for persons who make a disclosure to the Shire and those who are the subject of disclosures;
- c) provide remedies for acts of reprisal and victimisation that occur substantially because a person has made a disclosure;
- d) develop and maintain procedures relating to public interest disclosures in accordance with the PID Act and the Public Sector Commission Guidelines;
- e) 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;
- f) ensure secure recordkeeping of all matters related to the disclosure and assessment process;
- g) encourage reporting of all suspected wrongdoing, even where it may not meet the strict criteria under the PID Act;
- h) 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.

2. PID Officers

The Chief Executive Officer will designate one or more Public Interest Disclosure Officers (PID Officers) under section 23(1)(a) of the PID Act. These officers are responsible for receiving disclosures and will perform their duties in accordance with this Policy and the PID Code of Conduct and Integrity.