

Whistle Blowing Policy



1 Policy Statement

Lafford Homes believe in ethical practice and expect its Directors, staff and officers to speak up and report breaches of the law or internal policy. When there is a reason to believe that misconduct may have occurred, resulting in breaches of law or policy, we will conduct an appropriate investigation to determine whether misconduct has occurred. If we determine that it has, then we will address it appropriately.

2 Aim

The aims of this policy are:

- To set out the principles of protection for anyone reporting suspected wrong doing
- To provide the guidance on how to report or raise such concerns, improper conduct, be it illegal or unethical
- To reassure those concerned that they are able to raise concerns which they believe are in the public interest relating to illegal, improper or unethical conduct.

3 Scope

This policy applies to Directors, staff, officers, agents, contractors and others who raise concerns relating to improper conduct, including suspected fraud.

4 Importance

Lafford Homes' mission is to be an exemplar landlord and the company's ethos revolves around being an ethical market housing company. Therefore, we expect the highest standard of business conduct from Directors, staff, officers and agents. It is also important that Directors, staff, officers, agents and contractors of Lafford Homes are able to raise concerns they may have about someone's conduct, breaches of the law or company policy.

It is also important that concerns can be raised in order for Lafford Homes' management to be able to address such concerns, including compliance issues quickly and properly. By raising concerns, you help to protect yourself, the company and shareholders.

5 Responsibility for the Policy

The Board has overall responsibility for this policy and overseeing the effective completion of any whistleblowing investigation.

All Directors, staff, officers, agents and contractors are required to assist and fully co-operate with any investigations into alleged wrongdoing.

6 How to Raise a Concern

Concerns can be raised by telephone, email, letter or if appropriate setting up a face-to-face meeting. You can report your concerns to one of the following:

- The Chairman of the Board of Directors
- The Company Secretary

For any concern relating to both the Chairman of the Board and the Company Secretary, please report to:

- The Chief Executive of North Kesteven District Council

Our aim is that all individuals feel confident in raising concerns through whichever means they feel most comfortable with, therefore Lafford Homes also uses the shared confidential hotline dedicated to whistleblowing:

Telephone: 0800 0853716

E-mail: whistleblowing@lincolnshire.gov.uk

**By Post: Lincolnshire Local Authorities,
PO Box 640 Lincoln
LN1 1WF**

7 Protection for Whistle-Blowers

Lafford Homes will not victimise someone that reports concerns of wrong doing in good faith, except if it is raised in bad faith and for sinister reason, where appropriate disciplinary measures will be taken.

The Employment Rights Act 1996 (ERA), as amended by the Public Interest Disclosure Act 1998 (PIDA), gives those who speak up protection against dismissal or other forms of victimisation by their employer.

7 Review

This Policy will be reviewed every two years to ensure an accurate reflection of current practice and compliance. The Board will consider and approve proposed changes.

Version	Date Approved	Title
2	12/08/22	Whistle Blowing Policy
Effective From	Last Review Date	Next Review Date
18/01/2018	Aug 2022	Jan 2024