

LORD'S TAVERNERS
Empowering young people through cricket

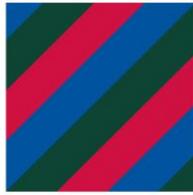
Whistleblowing policy

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1. Introduction

The Lord's Taverners always aims to conduct itself ethically and with honesty and integrity. We expect the same standards from all our people – including our employees, trustees, members and volunteers.

There may, however, be occasions, when we, or our people, do not get this right. In these instances, there may be a need to raise genuine and serious concerns through this whistleblowing policy.

The separate complaints policy sets out our arrangements for considering reports of dissatisfaction about our work.

This policy applies to everyone who works for and volunteers with the Lord's Taverners. This includes employees, trustees, members, volunteers and contractors.

2. Whistleblowing

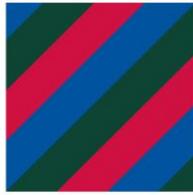
'Whistleblowing' is a term used to refer to the internal or external reporting of serious wrongdoing, illegal acts, or omissions, at work.

Examples of the sort of concerns that you may have could include:

- Failure to uphold professional standards or any of our policies.
- Concern that a disadvantaged or disabled young person may be at risk.
- Dangers to health and safety.
- Risk of fraud or other criminal activity.
- Conduct likely to have a significant negative effect on the Charity's reputation.

3. Raising and reporting your concerns

If you become aware of serious matters that you consider to be inappropriate, we would encourage you to raise your concerns under this policy. It is important to us that such concerns are addressed promptly, are properly investigated and that we are recognised for ensuring, as far as possible, high standards across everything that we do.



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We rely on individuals to always act in good faith, and would expect as a result that occasionally concerns will be raised that subsequently turn out not to be an issue. We do not tolerate any form of harassment or victimisation against any individual who raises, in good faith, what they believe to be a genuine and significant concern. We will not, however, tolerate individuals raising concerns that they know to be untrue. Such actions will be taken seriously.

You should raise your whistleblowing concern as soon as possible. This will make it easier to act and to enable any problems to be resolved or reported quickly.

You can report your concerns orally, but written reports are preferable as these will make the process and efficient and effective. You should describe the reason why the situation gives cause for concern and provide any other relevant context and background – for example, dates and names.

4. Who should I raise my concerns with?

We would encourage you to raise your concerns under this policy with one of the following people.

- **Chief Executive Officer** – email: CEO@lordstaverners.org
- **Chair of Trustees** – email: chairman@lordstaverners.org
- **Chair of Membership and People Committee** – by mail to head office marked 'private and confidential'
- **Chair of Governance and Finance Committee** – by mail to head office marked 'private and confidential'

If you are an employee, you should always look to raise your concern with your line manager in the first instance. Where this is not possible or appropriate, you should contact their manager, or one of the people listed above.

If, after you have raised a concern, you do not believe it is being properly addressed, you can escalate your concern to the Chair of Trustees or the Chair of the Governance and Finance Committee.

5. Confidentiality

We can consider anonymous disclosures, but letting us know your identity can help us by allowing us to more easily investigate your concerns and give feedback on outcomes.

When you raise your concerns, you should tell us if you wish your identity to be kept confidential. We will respect confidentiality throughout the process, unless subsequently we have a legal or other responsibility to disclose your identity. Where this is the case, we will inform you.



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You should be aware that in certain circumstances (such as matters of confidentiality involving other individuals) we may not be able to provide you with precise detail as to how a concern is being investigated.

6. How concerns will be handled

Your concerns will be acknowledged and we will inform you about how we plan to investigate. This may include asking for more information or arranging to meet with you.

After we have considered your concerns, we will let you know what action, if any, we plan to take and the reasons why (unless we are unable to for reasons of confidentiality – see section five).

Typically, the matters raised may result in one or more of the following outcomes:

- No action required.
- An internal investigation under this policy.
- Action being taken under another Lord's Taverners policy.
- Referral to the police or another relevant statutory body.
- Referral to a regulator.
- Referral to the Charity's external auditors.

7. External disclosures

We encourage you to exhaust the internal processes set out in this policy in the first instance.

If you have serious concerns that you would like to bring to the attention of the one of the Charity's regulators, you can contact them via the contact details contained on their websites.

- Charity Commission for England and Wales – www.charity-commission.gov.uk
- Fundraising regulator - <https://www.fundraisingregulator.org.uk/>
- Office of the Scottish Charity regulator - www.oscr.org.uk

8. Further help

If you require support and advice, you might consider discussing your situation with someone at the whistleblowing charity, Protect. They offer free advice to people about whistleblowing concerns. You can visit their website here: <https://protect-advice.org.uk>