

POLICY STATEMENT



Title: Public Interest Disclosure

EFFECTIVE 3 NOVEMBER 2020

INTRODUCTION

VenuesWest is committed to the aims and objectives of the *Public Interest Disclosure Act 2003 (PID Act)* and demonstrates this by:

- facilitating a process for the disclosure of public interest information
- providing protection for those who make disclosures from legal or other action
- providing protection for those who are the subject of a disclosure.

VenuesWest recognises the value and importance of disclosures being made for corrupt or other improper conduct and will take all reasonable steps to protect those who make such disclosures from any detrimental action in reprisal for the making of a public interest disclosure.

VenuesWest does not tolerate its Board members, employees and all other persons who perform work or activities for and on behalf of the organisation engaging in:

- corrupt or other improper conduct, including mismanagement of public resources, in the exercise of the public functions of VenuesWest
- acts of victimisation or reprisal against those who make public interest disclosures.

VenuesWest will comply with its obligations under the PID Act by establishing processes for:

- disclosure of public interest information to the Public Interest Disclosure Officer (PID Officer)
- investigation of the information disclosed, or cause that information to be investigated
- action following the completion of the investigation
- reporting to the Discloser as to the progress and outcome of an investigation and the consequential action to be taken
- maintaining the confidentiality of the Discloser, and any person who may be the subject of a public interest disclosure
- recording and reporting public interest disclosures to ensure compliance with relevant legislative obligations.

The Public Sector Commission (as lead agency responsible for disclosures) provides the additional resources which provide guidance regarding the Public Interest Disclosure process which can be accessed via the Public Sector Commission website. These resources include:

- [Public Sector Commission – Information for Disclosers](#)
- [Public Sector Commission – Guide for Disclosers](#)

AUTHORITY

Public Interest Disclosure Act 2003 (WA)

Public Interest Disclosure Regulations 2003

DEFINITIONS

WORD	MEANING
Discloser	A person making an appropriate disclosure of public interest information to a proper authority.
Principal Executive Officer	For the purpose of this procedure, is the Chief Executive Officer responsible for undertaking the responsibilities and duties defined in Section 23 of the <i>Public Interest Disclosure Act 2003</i> .
Proper Authority	The PID Officer within a public authority where the wrongdoing has occurred, or a particular authority specifically named in s.6(3) of the PID Act to receive disclosures about particular types of information.
Public Interest Disclosure (PID) Officer	The person occupying the position for which the Chief Executive Officer has designated with the authority for receiving disclosures of public interest information.
Public Interest Information	Information that tends to show that, in relation to its performance of a public function, a public authority, a public officer, or a public sector contractor is, has been, or proposes to be, involved in — <ul style="list-style-type: none"> o improper conduct; or o an act or omission that constitutes an offence under a written law; or o a substantial unauthorised or irregular use of, or substantial mismanagement of, public resources; or o an act done or omission that involves a substantial and specific risk of — <ul style="list-style-type: none"> – injury to public health; or – prejudice to public safety; or – harm to the environment; or <ul style="list-style-type: none"> o a matter of administration that can be investigated under section 14 of the <i>Parliamentary Commissioner Act 1971</i>.

FURTHER INFORMATION

Should further information about this Policy Statement be required, please contact a VenuesWest Public Interest Disclosure Officer (details below).

A VenuesWest PID Officer is responsible for receiving disclosures of public interest information relating to matters falling within the sphere of responsibility of VenuesWest.

The persons holding or acting in the following positions are designated as the PID Officers for VenuesWest:

Manager – Governance & Executive Services (Principal PID Officer) P O Box 581, Floreat WA 6014 E: Helen.Hill@venueswest.wa.gov.au P: (08) 9441 8232	Records Coordinator P O Box 581, Floreat WA 6014 E: Jane.Roach@venueswest.wa.gov.au P: (08) 9441 8385
Venue Supervisor – CLRC P O Box 581, Floreat WA 6014 E: Guy.Bellair@venueswest.wa.gov.au P: (08) 9390 7051	Sales Supervisor - HBFA P O Box 581, Floreat WA 6014 E: Catherine.Orwell@venueswest.wa.gov.au P: (08) 9300 7172

