



Whistleblowing Policy

Last update: Feb 2026

Next update: Feb 2027

Charity name: URBOND

Responsible person: **Ousmane Drame, Kyla Foster & Kingsley Digby**

Introduction

This policy outlines how URBOND maintains the highest standards of transparency, integrity, accountability, and safety when working with vulnerable individuals and groups.

Policy Statement

URBOND acknowledges that despite rigorous recruitment, supervision, and support measures, there may be instances—either by action or inaction—where individuals cause harm or risk to others. This policy enables anyone to raise concerns (“whistleblow”) about the behaviour, actions, or conduct of staff, partners, volunteers, trustees, or associated individuals under URBOND’s safeguarding remit.

Anyone—including staff, volunteers, and members of the public—should feel safe to report concerns without fear of reprisal. This applies to past, ongoing, or anticipated incidents.



Scope for this policy

This policy empowers individuals to raise serious concerns internally—also known as whistleblowing or making a disclosure in the public interest. Issues that can be reported include:

- Criminal offences (e.g., fraud)
- Health and safety concerns (e.g., safeguarding)
- Environmental damage
- Miscarriages of justice
- Legal breaches (e.g., lack of proper insurance)
- Covering up of wrongdoing

Whistleblowing differs from personal grievances or complaints. It involves acting in good faith and in the public interest, often with no personal gain. The policy complies with the Public Interest Disclosure Act 1998.

Protection for Whistleblowers: If you raise a genuine concern, URBOND will ensure your protection from harassment, victimisation, or bullying. Your job security or unrelated disciplinary matters will not be affected. Any retaliation against a whistleblower will be treated as a serious disciplinary matter.

Confidentiality: If requested, your disclosure will be handled confidentially. Your identity will only be disclosed if legally required. If it becomes necessary to identify you to proceed, the DSL or CEO will consult with you first.

Anonymous Allegations: Anonymous disclosures are less effective but will still be considered. The decision to investigate anonymous concerns will depend on:

- The seriousness of the concern



- The credibility of the allegation
- The potential to verify the claim via other sources

All safeguarding-related allegations are treated as serious and may involve the LADO, DBS, police, or the Charity Commission.

False or Malicious Allegations If an allegation is made in good faith but not confirmed after investigation, no action will be taken against the whistleblower. However, malicious or vexatious claims may result in disciplinary procedures.

How to Make a Disclosure

If you suspect wrongdoing:

- Staff should initially report to their line manager, unless the concern is safeguarding-related (report directly to the DSL).
- If inappropriate to raise with a manager, contact the CEO, DSL, or Trustee Safeguarding Lead (TSL):
 - CEO – **Ousmane Drame** – 07792 429366 – Ousmane.drame@urbond.org
 - DSL – **Martina Elgue** – 07496 426314 – Martina.elgue@urbond.org
 - TSL – **Smangele Gwengwe** – 07456 565366 – Skyzwane83@gmail.com
- Submit concerns in writing if possible, including names, dates, and places. You may use URBOND's Whistleblowing Disclosure Form. Disclosures can be anonymous.



Handling Whistleblowing Concerns

Concerns will be investigated promptly and professionally. You may be invited to an investigatory meeting, accompanied by a colleague or agreed third party.

If URBOND is informed about wrongdoing involving a funded partner, we will verify whether that partner addressed the concern in accordance with their procedures. Failure to do so may result in funding being withdrawn and findings shared with relevant bodies.

What to do if you receive a whistleblowing disclosure

Any staff member receiving a whistleblowing disclosure must forward it to the appropriate investigating officer:

- Safeguarding concerns: report to DSL (or CEO/TSL if DSL is involved).
- Other concerns: report to CEO. If CEO is implicated, report to TSL, who will appoint an independent investigator.
- Whistleblowers can also bypass internal structures and report directly to Trustees.
- Where necessary, URBOND will engage an independent advisor.

Criminal allegations should be reported to the police. Child-related concerns must be reported to the LADO. Adult safeguarding concerns must be reported to the local Adult Safeguarding Board.

Timescales

Timescales vary by case complexity. The whistleblower will receive written acknowledgment of their concern (unless anonymous) and ongoing updates. Final outcomes will be shared confidentially.



Investigation Process

- Gather full details of the allegation.
- Inform the subject of the allegation promptly, with right to representation.
- If safeguarding is involved, suspend the individual on full pay pending investigation.
- The investigation may involve external agencies such as the police or Charity Commission.
- A written report will be produced and used to inform organisational learning.
- Disciplinary or legal action may follow if allegations are upheld.
- The whistleblower will be kept informed throughout.

If dissatisfied with the internal process, individuals may contact external agencies such as:

- Health and Safety Executive
- NSPCC
- Charity Commission
- Social services

Internal whistleblowing contact details

- **CEO** – Ousmane Drame – 07792429366 – Ousmane.drame@urbond.org
- **DSL** – Martina Elgue – 07496 426314 – Martina.elgue@urbond.org
- **TSL** – Kingsley Digby – 07801 816263 – kingsley@assured-ifs.co.uk

Trustees:

- Smangele Gwengwe – Skyzwane83@gmail.com
- Kingsley Digsby – kingsley@assured-ifs.co.uk
- Dawn Foster – dawnfoster12@yahoo.co.uk
- Kwame Kyere – Kwame.Kyere@outlook.com
- Patrycja Tatarzycki patrycja.tatarzycki@urbond.org



Useful external whistleblowing contact details

- **ACAS:** www.acas.org.uk
- **Protect (formerly Public Concern at Work):** <https://protect-advice.org.uk>
- **Citizens Advice Bureau:** www.citizensadvice.org.uk
- **NSPCC Whistleblowing Hotline:** 0800 028 0285
- **DBS:** 03000 200 190
- **LADO Portsmouth:** LADO@portsmouthcc.gov.uk
- **Portsmouth Safeguarding Adults Board:** www.portsmouthsab.uk

Reviewing the Policy and Procedure

This policy and procedure will be reviewed every year, this will include checking telephone numbers, accuracy of personnel details, and any updates required by a change in local or national policy.

This policy was last reviewed in: 6th February 2026

Signed:

Kyla Foster

A handwritten signature in black ink, appearing to read "K Foster", written over a horizontal line.

Ousmane Drame

A handwritten signature in black ink, appearing to read "Ousmane Drame", written over a horizontal line.

Date: 06/02/2026