

The information that you have requested is as follows:

(1) Please identify the status of your organisation (for example, Ministerial department, non-ministerial department, executive agency).

The Department for Communities and Local Government (DCLG) is a ministerial department.

(2) If concerns raised regarding alleged breaches of the Civil Service Code are handled by, or referred to, another body (for example a sponsoring department) please indicate this.

DCLG has full responsibility for dealing with any concerns raised against the alleged breaches of the Civil Service Code.

(3) Please identify the number of departmental nominated officers in your organisation; please also indicate the level of seniority or grade of the individual(s). If this question is not relevant to your organisation please indicate this.

DCLG has 3 nominated officers at grade senior civil servant (SCS) pay band 1, grade 7 and senior executive officer (SEO) grade.

(4) If the nominated officer(s) have another role within the organisation, please provide a general indication of what this role is (for example welfare or pastoral).

The nominated officers have other roles within the department, and they are:

SCS – Policy

Grade 7 – Statistician

SEO – Knowledge Management

(5) Whether concerns raised regarding alleged breaches of the Civil Service Code to a person in the management chain are tracked/ monitored/ recorded by your organisation, if so please identify whether this information is held centrally. According to DCLG's procedure, any concerns raised against the alleged breaches of the Civil Service Code to a person in the management chain are recorded and tracked. The department does have provision for holding this information centrally. However, we have not received any complaints to date

(6) Whether concerns raised regarding alleged breaches of the Civil Service Code to departmental nominated officers are tracked/ monitored/ recorded by your organisation, if so please identify whether this information is held centrally.

We have not received any complaints to date against alleged breaches of the Civil Service Code. However, if raised with the departmental nominated officers, this information would be recorded centrally.

(7) Please provide details of the number of individuals who have raised concerns regarding alleged breaches of the Civil Service Code in your organisation between 10/01/2010-31/12/2013, in particular:

i. Please provide details of whether each individual raised the concern on an anonymous, confidential, or self-identified basis.

ii. Please indicate whether the concern was raised to a line manager or nominated officer.

iii. Please provide a brief summary of the types of concerns raised.

iv. Please indicate whether or not the matter complained of was subsequently referred to the Civil Service Commission or a regulatory or enforcement organisation.

v. Please identify (if appropriate) whether any subsequent action was taken.

The number of individuals who have raised concerns against the alleged breaches of the Civil Service Code between 10/01/2010-31/12/2013 is nil, therefore the response to questions i-v is nil.