

## **Securing “Our Values”**

This document sets out the process for members of the LMC Family to ‘call out’ i.e. speak up or report unacceptable behaviours as defined in the “Our Values” document.

### **“Calling out” in the moment**

If a member of the LMC Family has been affected by or witnesses unacceptable behaviour, they may feel able to speak up at the time. This is only possible in a culture where this is encouraged and supported and where the leaders set the example on this.

It is recognised therefore, that a member of the LMC Family may feel more comfortable to report what has happened after the event, possibly confidentially, and perhaps even anonymously.

Therefore, we have developed a new, transparent process for when someone wants to ‘call out’ the behaviour without having to tackle it in the moment themselves.

### **Confidential Reporting**

A member of the LMC Family will be able to confidentially email a dedicated mailbox [report@wessexlmcs.org.uk](mailto:report@wessexlmcs.org.uk) to report unacceptable behaviour.

A named person from the office will have access to this mailbox and will convene a small group within two weeks to investigate the matter and take the appropriate action, taking into consideration the impact that the report could have on the mental wellbeing of all involved. Once this is completed, the reporter will be informed of the outcome by reply email. The named person will use their discretion when determining the members of the small working group (when the behaviour concerns a committee, it may be appropriate for a member of a different committee to be present).

The Secretariat has oversight of this process and regularly review these confidential/anonymous reports, the outcomes, and any lessons learned.

### **Anonymous Reporting**

Anonymous reports of unacceptable behaviour can be made by the submission of an online [form](#).

These will be managed in the same way as confidential reports (insofar as is possible) but, of course, there will be no mechanism to inform the reporter of the behaviour.