

Surrey Heath Borough Council
Employment Committee
1st February 2024

Speak Up Policy

Head of Service: Sally Kipping – Head of HR, Performance & Communications
Report Author: Julie Simmonds – HR Manager, Bobbie Ludlow, HR Advisor
Key Decision: No
Wards Affected: N/A

Summary and purpose

This report provides the Employment Committee with details of a revised Speak up Policy and Procedure following a scheduled review. All changes in the Policy are track changed for ease.

Recommendation

The Employment Committee is advised to RESOLVE that the amended Speak Up Policy, as attached as Annex A to this report, be adopted.

1. Background and Supporting Information

- 1.1 This policy has been reviewed to ensure we keep a process which allows staff to speak up in any situation where they feel uncomfortable with what they may have witnessed, information received or found, or how they are treated. As an organisation we want staff to feel safe and know they can reach out so having such a policy in place and up to date is really important.

2. Reasons for Recommendation

- 2.1 To ensure that all SHBC staff are aware of the Speak up Policy and who or how they can reach out.

3. Proposal and Alternative Options

- 3.1 It is proposed that the revised Speak up Policy and Procedure is adopted, with or without any further amendments considered appropriate.

4. Resource Implications

- 4.1 No increase of resources required.

5. Section 151 Officer Comments:

5.1 This Speak up Policy and Procedure was taken to CMT for review and comment on 31st October 2023

6. Legal and Governance Issues

6.1 No further matters arising.

7. Monitoring Officer Comments:

7.1 This Speak up Policy and Procedure was taken to CMT for review and comment on 31st October 2023

8. Other Considerations and Impacts

Environment and Climate Change

8.1 Supports the Council's pledge.

Equalities and Human Rights

8.2 Equalities Impact Assessment will be completed.

Risk Management

8.3 n/a

Community Engagement

8.4 Not applicable.

Annexes

Annex A: Speak Up Policy.