

## Independent Persons Protocol

Portfolio:	(Portfolio)
------------	-------------

Ward(s) Affected:	All
-------------------	-----

### **Purpose:**

To note that an Independent Persons Protocol has been adopted which details the role and obligations on the appointed Independent Persons.

## **1. Background**

- 1.1 On the 18<sup>th</sup> May 2016 the Council joined a consortium of other authorities which had appointed six independent persons as required by the Localism Act 2011 to assist in disciplinary processes within the Council. The previous appointment had expired and the protocol which was in place is now outdated.

## **2. Current Position**

- 2.1. The Council needs to adopt an Independent Persons Protocol which will detail, amongst other matters, the appointment, role and obligations and allocation of Independent Persons by the participating authorities. The consortium of Councils is currently Mole Valley, Guildford, Waverley, Spelthorne and Reigate and Banstead. The Protocol is the same for all six participating authorities. It deals with the practical issues of dealing with complaints, including any conflicts of interest, common processes and arrangements for dealing with complaints. Training has also been provided to the pool members to ensure consistency from the Independent Persons.

## **3. Options**

- 3.1. To note that an Independent Persons Protocol has been adopted by the Council. This protocol is attached at Annex 1.

## **4. Proposal**

- 4.1. It is therefore proposed that this item be noted the Independent Persons Protocol as attached at Annex 1 is adopted.

## **5. Resource Implications**

- 5.1. None

## **6. Recommendation**

- 6.1. It is recommended that this Item to be noted

### **Background Papers:**

**Author:** Karen Limmer Head of Service: Legal and Property  
01276 707304  
Karen.limmer@surreyheath.gov.uk