

INQUIRY ACTION PLAN
NOTIFICATION OF COMPLETED ACTION

Strategic Lead Officer	Clair Hepburn
Recommendation	6. The Council reviews and improves its Disciplinary Procedures to provide guidance as to the seriousness of inappropriate conduct involving children when considering of what amounts to misconduct and gross misconduct.
Outcome number and summary	9. Ensure all Disciplinary matters are dealt with appropriately: <ul style="list-style-type: none"> • Suitable focus on the child as an individual, and taking due consideration of this when considering the severity of the allegations.
Action	a) Update the Disciplinary Procedures and Guidelines to expressly articulate that conduct involving children can be determined as misconduct or gross misconduct. Procedures will be moderated against best practice.
Deadline within Plan	April 2022

1. MEASURES TAKEN

Detail here the specific actions taken to meet the identified outcome.

This action relates to recommendation 6 of the Inquiry Report:

The Council reviews and improves its Disciplinary Procedures to provide guidance as to the seriousness of inappropriate conduct involving children when considering of what amounts to misconduct and gross misconduct.

The Disciplinary Procedure has been revised to highlight that inappropriate conduct towards a child may constitute gross misconduct or misconduct.

It is specifically highlighted that consideration should be given to whether inappropriate conduct involving a child constitutes gross misconduct.

Within definitions of gross misconduct a number of specific examples are given relating to conduct towards a child.

This has also been extended to cover inappropriate conduct towards an adult at risk.

(Appendix 8)

1B. ASSOCIATED DOCUMENTS

Note here any documents attached as being relevant to this action

Revised Disciplinary Procedures for Misconduct.

2. BENCHMARKING

Explain what steps have been taken to measure the actions taken against best practice.

The revised policy has been benchmarked against those of other organisations (local authority, NHS and third sector).

3. EXTERNAL AGENCY INVOLVEMENT

Where the Action Plan identifies a third party dependency, explain here the involvement and approval of any such party.

4. ONGOING MONITORING ARRANGEMENTS

Where relevant, what steps have been put in place to ensure ongoing review of this action?

The policy will be reviewed at least every two years in accordance with the rolling HR policy review schedule (next review: March 2024), or sooner if circumstances require.

We will continue to benchmark against other organisations and best practice.

5. HOW DOES THE ACTION MEET THE OUTCOME?

Explain briefly how the steps taken will achieve the desired objective?

The revised procedures are clear that inappropriate conduct involving a child can be either misconduct or gross misconduct and gives several examples of what would constitute gross misconduct.

This provides clarity to officers involved in such cases.

Approval by Review Group:

Date:	
Comments/amendments:	
Was the action completed within the Action plan timeframe?	
Signature of Chair:	

Approval by Council:

Date:	
Comments/amendments:	

Signature of Chair:	
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