

A Complainant's Guide to Reviews

This guide is intended to explain Reviews. If you made a complaint, and at the Initial Assessment stage, the Independent Investigator decides that it is not eligible to proceed to the Full Assessment stage, you can request a Review.

What is a Review by the ICGS?

A Review is your opportunity to question the outcome of the Initial Assessment if your complaint is found not to be eligible to go forward to the Full Investigation stage. The Review will be carried out by the ICGS Director and will involve considering the Initial Assessment and any supporting documents. You will not be interviewed.

You can only request a Review on the following grounds:

1. Whether the correct procedure for the Initial Assessment was followed;
2. Whether substantial new information has since become available; or
3. Whether allegations have not been considered

The ICGS Director will consider the grounds set out in your request for a Review. If the ICGS Director decides that there are no grounds for a Review to be carried out, they will write to you with this outcome. There is no appeal from this decision.

If the ICGS Director upholds the review, they may instruct another Independent Investigator who has had no previous involvement in the case to carry out their own Initial Assessment.

How do I request a Review?

You must write to the Director of the ICGS, Thea Walton, at waltont@parliament.uk and ICGS@parliament.uk within 10 working days of receiving the Initial Assessment Report, setting out your reasons for requesting a Review.

When will I hear back about my Review request?

We endeavour to respond to Review requests as soon as possible and will ensure that you are kept up-to-date on any developments.

Does confidentiality still apply?

Yes, confidentiality still applies during and after a Review.

We do understand that you may wish to discuss the complaint with a trusted individual such as your trade union representative, your party whip (if you are an MP), your line manager, or very close friends or family. We ask that you keep contacts to a minimum and carefully consider what information you share. You must inform any such trusted individual that the ICGS complaint is confidential and that they are bound by your confidentiality statement.

Can I request a Review after the Full Assessment stage?

Whilst it is not a Review, as part of the Factual Accuracy Check when you receive the draft Full Assessment report you have the opportunity to raise concerns if relevant evidence has not been considered, relevant witnesses have not been interviewed, and if the procedure is flawed. Please see our guide to Factual Accuracy Checks for more information on this.

If you have any further questions about the Review process, please contact our Casework and Inclusion Officer, Lucy Brighty at brightyl@parliament.uk.