

SCRUTINY COMMITTEE
29 JANUARY 2015

APPENDIX I

SCRUTINY CODE OF PRACTICE

- 1.0 The following principles and characteristics form a Code of Practice to which Scrutiny will comply in its work going forwards.
- 2.0 Scrutiny Committee's function will encompass the following principles:
 - (a) maintaining a focus on substantive issues;
 - (b) maintaining an apolitical, non-partisan approach to its investigations;
 - (c) being proactive and innovative in its work, not solely reactive;
 - (d) ensuring flexibility in the way it works;
 - (e) using an inclusive and corporate approach, drawing in appropriate elements out-with the members of Scrutiny themselves;
 - (f) carrying out reviews and investigations in a manner that is intensive, thorough, proportional, and – above all – objective and informed;
 - (g) any findings and conclusions of reviews and investigations being presented in a constructive manner that helps to drive improvement; and,
 - (h) remaining accountable at all times to the Council and to the wider public.
- 2.0 Members of Scrutiny will demonstrate the following characteristics individually and collectively when carrying out their work:
 - (a) being honest and open with each other, with colleagues in the Council, and with the wider public;
 - (b) demonstrating courage in the objectivity and the integrity of their work;
 - (c) ensuring that their conclusions are shaped solely on the facts and therefore that their work is carried out in a manner which ensures that all the relevant information is available to them;
 - (d) working to achieve a relationship of mutual respect with other sectors of the Council;
 - (e) demonstrating integrity in relationships with individuals or groups who may be asked to give evidence or provide information to Scrutiny;
 - (f) promoting a non-adversarial manner of working;
 - (g) ensuring that confidentiality is maintained as appropriate;
 - (h) ensuring that all conclusions, findings and recommendations are realistic and capable of being actioned in practice; and

- (i) ensuring that open communication is maintained, both from and to, stakeholders.