**Scrutiny Panel**

**Code of Conduct**

This code of conduct has been agreed by Outward’s Scrutiny

Panel.

Each Scrutiny Panel member is expected to uphold the principles and values

as follows:

• Prepare for meetings by reading papers thoroughly

• Attend all meetings where possible

• Give apologies in advance of the meeting if unable to attend

• Contribute to & share responsibility for Scrutiny Panel decisions &

accept majority decisions made

• Respect all panel members & their views allowing others to speak & be listened to

• Respect the role of the Chair in leading & keeping order in the meetings

• Members to remember the purpose of the meeting & not bring individual issues to the meeting. However, the panel members do recognise that there may be times where discussing individual experiences could enable recommendations to be made to improve a service

• Undertake responsibilities for the benefit of all tenants and service users

• Respect confidentiality, papers should be disposed of securely

• Declare any conflict of interest where applicable

• Mobile phones turned off during meetings, except where permission given for exceptional circumstances

• Inappropriate behaviour or discriminatory language will not be tolerated, panel members will be asked to leave I have read and understood the Scrutiny Panel code of conduct and agree to abide by it.

Signed: …………………………………………………………….

Print name: …………………………………………………………….

Date: …………………………………………………………