

Investigations on behalf of ethical standards officers

Investigations carried out on behalf of the Standards Board for England will reflect the following:

Impartiality and fairness

- Our aim is to establish what happened in a fair and objective manner.
- We do not seek to deceive or catch people out.
- We listen, and take account of, what people tell us.
- We will set out clearly the reasoning for the finding reached.
- We give the person who made a complaint, the person the complaint was made about, and the monitoring officer of their authority the opportunity to comment on our draft reports.

Focus

- Our investigations do not stray into areas that are irrelevant to the case at hand.
- We complete our investigations promptly while ensuring that they are both thorough and proportionate.

Openness

- We keep the person who made a complaint, the person the complaint was made about, and the monitoring officer of their authority informed about any major development in their case.
- We give advance notice to people being interviewed of the aim of the interview and provide them with copies of any documents we intend to refer to during the interview.
- We publish a summary of the ethical standards officer's final report, or the outcome of any tribunal or standards committee hearing on our website.

Courtesy

- We recognise that being complained about and investigated can be a very difficult experience.
- We treat people with respect, with concern for their wellbeing.
- We try to arrange interviews so they are as convenient as possible for those being interviewed.
- We ensure that interviews are not oppressive and will provide breaks, as needed.