

CODE OF CONDUCT FOR MEMBERS OF THE GENERAL CHIROPRACTIC COUNCIL

CORPORATE RESPONSIBILITIES

- 1 Members of Council are elected/appointed to perform the statutory duties of the Council set out in:
 - 1.1 The Chiropractors Act 1994 and associated Statutory Instruments
 - 1.2 All other legislation which imposes general or specific duties on the Council as a public body and as an employer.
- 2 Members of Council have corporate responsibility for ensuring that the Council complies with any statutory or administrative requirements for the use of its funds.
- 3 The Council is accountable to the public and the Crown through Parliament and the Privy Council.

DUTIES OF INDIVIDUALS

- 4 Members must demonstrate their adherence to the principle of collective responsibility in respect of all decisions made by the Council and by any Council committee or working group to which they may be appointed.
- 5 In respect of advice or recommendation to the Council, Members of the committee or working group concerned should express their individual view as Council members only when they wish to act on their own conscience in relation to a serious issue arising from the relevant committee or working group's advice. Views on such issues should be expressed in a responsible manner, the chair of the committee having been notified beforehand.
- 6 Members must make themselves reasonably available for service on the Council and any of its committees and working groups to which they may be appointed.
- 7 Members must ensure that all their decisions and actions safeguard the Council's reputation and maintain public confidence in professional regulation.
- 8 Members must notify the Chief Executive & Registrar if they
 - a. have been adjudged bankrupt or have made a composition or arrangement with their creditors
 - b. are a person to whom a moratorium period under debt relief order under Part VIIA of the Insolvency Act (debt relief orders) applies, or are the subject of a debt relief restrictions order or an interim debt relief restriction order under Schedule 4ZB to that Act (debt relief restrictions order and undertaking)
 - c. have been convicted in a court of law of a criminal offence

- d. have been found guilty of misconduct by another professional or regulatory body
- 9 When members receive information identified as confidential to the Council, they must observe that confidentiality.
- 10 Members must complete and maintain their entry in the Council's Register of Members' Interest and declare any related party transactions.
- 11 Members must be committed to the development and demonstration of the competencies required for the effective performance of their role on Council and on any of the Council's committees. .
- 12 In performing their statutory duties, members must uphold the following seven principles of public life (the Nolan principles):

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

- Members of the public and members of the chiropractic professions are entitled to expect that you make decisions based on your conscientious assessment of what is in the public interest, without regard to your own interests or those of other organisations or individuals.
- Do not exploit your association with the GCC for your own gain or that of others, and avoid any situation in which you might – even accidentally – give the impression that you are in a position to trade influence or access.
- If you have any involvement with a chiropractic business or organisation whose value, prospects or well-being might be affected by GCC decisions or policies, take responsibility for ensuring that your motivation and actions could not be challenged.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

- Do not accept payments, gifts, hospitality or favours where the nature of the person or organisation concerned, or the circumstances of the exchange, could give rise to a concern about your integrity.
- Do not put yourself – or allow others to put you – in a position in which your advancement or personal interests, or those of anyone close to you, could be seen as being linked to any decisions or actions you might take in the course of your GCC work.
- Assess your own behaviour by reference to these standards and make sure that you are seen to be following them.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

- When making recommendations and decisions, do not allow any non-GCC interests to influence the choices you make.
- Consider available options on their merits. Do not allow yourself to confuse the interests of the chiropractic profession, or any other particular sector of society, with the public interest.
- Take full account of all available evidence which is relevant to the decision you have to make in the course of your GCC work. This can include evidence of the opinions, wishes and concerns of people who may be affected by the decision. Make sure that you can distinguish clearly between the weight which is properly given to such evidence, and any undue, inappropriate or undeclared influence.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

- You have a responsibility to explain your actions when asked. Engage constructively and positively with appropriate opportunities to explain the ways in which you have managed your interests.
- If you are asked about an interest, or the way in which you have managed it, avoid taking a defensive or narrowly legalistic approach.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands it.

- Make a full and open declaration of interests when asked to do so. If in doubt about whether or not you need to declare an interest, err on the side of openness and let others make an assessment of relevance. Perceptions vary, and you may not be best placed to make an objective assessment in your own case.
- Complying with the formalities is important but is not enough on its own. Take active steps to assure yourself that those who need to know about your interests on any particular occasion are aware of the situation.
- Demonstrate that you are open not only to disclosing any interests you may have but also that you are open to discussing their significance. Reflect on any feedback and advice you receive and act on any learning points that emerge from your experience and the views of others.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

- In all that you do on behalf of the Council, demonstrate the same high standards of professionalism and personal probity which the Council expects of registered chiropractors.
- Answer any questions asked of you about your interests truthfully and in a spirit of openness.

Leadership

Holders of public office should promote and support these principles by leadership and example.

- Let your approach to managing your interests provide an example of good practice within the Council, enhancing the Council's standing as a model of good practice for the chiropractors we regulate.
- Provide leadership by ensuring that your actions match the words which we have agreed to live up to. Speak and act in ways which promote and encourage a culture of open discussion about issues concerning interests. Help promote a culture of accountability, in keeping with the spirit of this guidance.
- Support others with leadership roles within the Council, so that they are empowered and supported to fulfil their responsibilities on behalf of the whole organisation, in the public interest.