



General  
Osteopathic  
Council

## **General Osteopathic Council**

### **Appointment of member of Council: One lay member**

### **Information pack for applicants**

**Closing date: noon on 11 December 2019**

**Interviews: January 2020**

Candidates will need to be available for the whole day of their interview.

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Dear candidate

Since its inception in 1996, the GOsC has performed its role to a consistently high standard. It has been described by the Professional Standards Authority for Health and Social Care as demonstrating 'an impressive commitment to use the learning from across its work to improve its performance across its regulatory functions' and is committed to evidence-based regulation that both protects patients and drives the development and quality improvement of osteopathic practice and patient care.

The regulation of individual healthcare professionals is an essential mechanism for the protection of patients. This is particularly true for osteopaths, who predominantly practise independently in the private sector and are not typically employed in managed environments such as the NHS or large-scale independent healthcare organisations.

If you think you have what it takes to be a member of the GOsC Council in the dynamic environment of healthcare regulation, do please complete the enclosed application forms (1 and 2) and return them to us by **noon on 11 December 2019**.

Thank you for your interest in this appointment and I hope that this information pack is helpful in setting out:

- the duties of the General Osteopathic Council (GOsC)
- the qualities and competencies that are required to be a lay member of Council.

Yours sincerely

Alison J White  
Chair of Council

## **Overview**

### **Key dates**

Closing date: noon on 11 December 2019

Shortlisting complete: End December 2019

Interviews held: January 2020, dates to be confirmed  
(candidates will need to be available for the whole day of their interview)

Appointment start date: 1 April 2020

### **Competencies required for the role**

Outlined on pages 7 to 9.

### **Eligibility**

Vacancy is for one lay member of Council.

### **Remuneration**

An annual fee of £7,500. Travel, subsistence and carer's expenses are also refundable in line with our expenses policy. Remuneration and expenses are subject to periodic review.

### **Time commitment**

The time commitment for this position is expected to be no more than 18 days a year.

### **Term of office**

It is anticipated that the new appointee to Council will be appointed for a period of four years, although some appointments may be shorter to allow for continuity in future Council membership. Individuals may be reappointed to Council for a further four-year term up to a maximum of eight years, subject to satisfactory performance and the needs of the GOsC. Reappointment should not be considered to be an automatic right.

### **Contact**

For information regarding the selection process or any other queries about the role, please contact Amanda Chadwick, Human Resources Manager at [councilrecruit@osteopathy.org.uk](mailto:councilrecruit@osteopathy.org.uk)

## **About the General Osteopathic Council**

The GOsC's statutory role, set out in the Osteopaths Act 1993 (as amended) is to 'develop and regulate' the profession of osteopathy. The over-arching objective of the General Council in exercising its functions is the protection of the public.

The GOsC has the following statutory objectives:

- a. To protect, promote and maintain the health, safety and well-being of the public
- b. To promote and maintain public confidence in the profession of osteopathy, and
- c. To promote and maintain proper professional standards and conduct for members of that profession.

The GOsC is also a charity registered in England and Wales (1172749) and its charitable purposes are those set out in the Osteopaths Act 1993 (as amended). The GOsC's Council members undertake the role of charity trustees.

Its core functions are:

- Assuring the quality of osteopathic education and training.
- Registering qualified professionals on an annual basis and ensuring their continuing fitness to practise.
- Setting and promoting high standards of osteopathic practice and conduct.
- Helping patients with complaints or concerns about osteopaths and, where necessary, dealing with those complaints through fitness to practise procedures.

### **Strategic priorities**

To fulfil our statutory objectives, the work of the GOsC is guided by our Strategic Plan which sets out our strategic objectives and how we plan to implement them. The 2019-24 Strategic Plan can be found at [osteopathy.org.uk/about-us/our-work/strategic-plan](https://osteopathy.org.uk/about-us/our-work/strategic-plan)

To learn more about our strategic aims, please review the corporate documents (including our corporate strategy and annual reports) available on our website at [osteopathy.org.uk/about-us](https://osteopathy.org.uk/about-us).

### **Key principles that underpin the work of the GOsC**

The GOsC is committed to conducting all its activities as a regulator and an employer based on a number of key principles:

- **Proportionality**

We will ensure that the regulatory burden is no greater than it needs to be to deliver our statutory duty, focusing our resources on areas of risk to public protection and where there is scope to achieve the most in terms of improving standards of osteopathic practice.

- **Fairness**

We will be consistent in the development and application of our policies and procedures in order to ensure fairness, with the aims of promoting equality, valuing diversity and removing any unfair discrimination.

- **Accountability**

We will publicise our actions and decisions, wherever possible, ensuring that the information is clearly explained and easily accessible. We will explain how we have taken our stakeholders' views into consideration in developing policy and in improving our performance. Council will seek to exemplify high standards of governance.

- **Anticipation**

We will monitor trends in healthcare, regulation, osteopathic practice and education, in order to respond effectively to change and to support the osteopathic profession to respond accordingly.

- **Inclusivity**

We will respond to the needs of patients, the public, registrants and other stakeholders, taking their views into account in deciding the most effective way to carry out our regulatory functions and working in partnership with others, where appropriate, to achieve our goals.

- **Efficiency**

We will foster a culture of innovation and continuous improvement, taking steps to benchmark our performance periodically and setting targets to achieve best practice. We will use our resources efficiently, seeking to achieve further efficiencies without compromising the quality of our work.

## **Role of the GOsC Council**

The role of Council is to be satisfied that the GOsC is meeting its statutory duties under the Osteopaths Act 1993 and other legislation. To meet these duties it:

- a. Sets the corporate strategy and objectives, and determines key policies for the organisation, testing these against its statutory duties.
- b. Makes rules as provided for under the Osteopaths Act 1993.
- c. Approves the annual Budget and Business Plan.
- d. Appoints the Chief Executive and Registrar.
- e. Keeps under review how the GOsC meets its charitable purpose and public benefit requirements.
- f. Holds the Chief Executive to account for the delivery of the Corporate Strategy, Business Plan, Budget, risk mitigation, organisational performance, staff leadership and external perception.
- g. Ensures the quality of decision making is supported by effective stakeholder engagement and appropriate evidence, including approving for consultation any policy proposal that relates to any matter reserved to Council and ensuring that due consideration has been given to all other policy matters by the relevant committee of Council.

- h. Provides effective oversight of any partnership arrangements entered into to support how it meets its statutory objectives.
- i. Ensures that appropriate audit, control and assurance systems are in place.
- j. Appoints members of statutory and non-statutory committees on the recommendation of the Chair of Council.
- k. Maintains high standards of corporate governance.
- l. Makes sure that the GOsC's values are reflected in all of its work.
- m. Agrees and keeps under review a scheme of delegation.
- n. Ensures effective reporting to Parliament, the Professional Standards Authority for Health and Social Care, Charity Commission, registrants and others.
- o. Undertakes those functions of Council not otherwise delegated to committees, including:
  - i. Considering reports of the Registrar relating to fraud or error in relation to registration.
  - ii. With the approval of the Privy Council, recognising qualifications or withdrawing their recognition.
  - iii. Appointing legal assessors and medical assessors.
  - iv. Hearing appeals against decisions of the Registrar.
  - v. Appointing financial auditors.
  - vi. Approving the Annual Report and Accounts.
  - vii. Approving the financial reserves policy.

## Competencies required for the role

Candidates will be required to demonstrate in their written application and at interview how they meet the core competencies set out below. Examples are given of the attributes a candidate who meets these competencies will demonstrate.

### Essential competencies

Competence	Attributes
<p><b>Understands and is committed to the principles of healthcare professional regulation</b></p>	<ul style="list-style-type: none"> <li>• Demonstrates a clear understanding of the role and purpose of healthcare professional regulation</li> <li>• Understands the need to put public and patient protection to the fore in all decision-making</li> <li>• Shows an understanding of the importance of independent regulation of osteopaths and the specific challenges of the environment within which they work</li> </ul>

<p><b>Contributes effectively to and influential in the development of strategy and policy, and the scrutiny of their delivery</b></p>	<ul style="list-style-type: none"> <li>• Ability to contribute to the development of overall strategy for the GOsC</li> <li>• Ability to evaluate policies and plans, including resource requirements and risks, based on the GOsC's future needs and in the context of the wider environment</li> <li>• Ability to interrogate and interpret performance information</li> <li>• Identifies connections and dependencies between issues, highlighting both opportunities and potential unintended consequences</li> <li>• Seeks wider opportunities to be influential</li> </ul>
<p><b>Operates effectively within a corporate governance regime (including on such matters as risk management, equality and diversity, etc)</b></p>	<ul style="list-style-type: none"> <li>• Understands and applies Nolan Principles in all aspects of their work</li> <li>• Contributes openly and collaboratively to debates and discussions to reach decisions which achieve the GOsC's objectives</li> <li>• Experience of working effectively in a team or in partnership with others</li> <li>• Understands and respects the boundaries between non-executive and executive roles</li> <li>• Willingness to support collective decisions</li> <li>• Understands and upholds the principles of effective corporate governance</li> <li>• Applies duties as a trustee and can articulate responsibilities to charity</li> </ul>
<p><b>Takes ownership of personal and team effectiveness</b></p>	<ul style="list-style-type: none"> <li>• Actively seeks out and listens to views of others in decision-making and shows respect for the opinions of others</li> <li>• Clearly understands the role and commits to fulfilling its requirements including attendance, preparation and additional activities</li> <li>• Participates in induction and training as required for the role</li> <li>• Engages constructively in annual performance review process, including giving and obtaining feedback, reflecting on any shortcomings in performance and taking opportunities to engage in own personal development</li> <li>• Contributes proactively to whole-Council review and development</li> </ul>



<b>Acts as a positive, influential advocate/ ambassador for the organisation, with confident communication skills</b>	<ul style="list-style-type: none"> <li>• Highly developed interpersonal skills with an ability to establish credible and effective stakeholder relationships</li> <li>• Ability to influence and persuade others using well-reasoned arguments</li> <li>• Ability to promote the role of the GOsC externally and engage with the key issues, including commanding the confidence and support of others</li> </ul>
<b>Chairing skills</b>	<ul style="list-style-type: none"> <li>• Ability to chair a committee including experience of reconciling different views</li> <li>• Can facilitate a committee through the decision-making process, ensuring all views are taken into consideration, and using an enabling style</li> <li>• Sound understanding of the committee chair and Chief Executive relationship and an ability to work strategically with the executive team</li> <li>• Collaborative in identifying opportunities for improvement of Committee as a whole</li> </ul>
<b>Knowledge and experience of professional education and training</b>	<ul style="list-style-type: none"> <li>• Has up to date knowledge/experience of higher education in the context of a regulated profession</li> <li>• Has experience of the healthcare training environment through teaching, assessment, research or administration</li> <li>• Has experience of shaping policy in relation to professional education and training</li> </ul>

### **Desirable knowledge and experience**

Knowledge and experience in the following areas are desirable and it is hoped that applicants will have experience in **one or more** of the following areas relating to the GOsC's operations.

<b>Competence</b>	<b>Attributes</b>
<b>Patient/public engagement or involvement</b>	<ul style="list-style-type: none"> <li>• Has experience of involving patients/public in shaping and/or implementing policy or service delivery</li> </ul>
<b>Professional education and development</b>	<ul style="list-style-type: none"> <li>• Has experience in the field of education and training of professionals, preferably in healthcare</li> </ul>
<b>Research management or governance</b>	<ul style="list-style-type: none"> <li>• Has experience of research management or governance obtained in an academic or clinical environment</li> </ul>

<b>Financial management</b>	<ul style="list-style-type: none"> <li>• Has experience of financial management/audit of publicly accountable organisations, whether in an executive or non-executive capacity</li> </ul>
<b>Business systems/ process improvement/ management</b>	<ul style="list-style-type: none"> <li>• Has experience of business management, including system or process change management and improvement, and the implementation of change programmes, especially involving information technology</li> </ul>
<b>Equality and diversity</b>	<ul style="list-style-type: none"> <li>• Has experience of developing or implementing equality and diversity policy within a public sector environment</li> </ul>
<b>Quality processes/ systems</b>	<ul style="list-style-type: none"> <li>• Has experience of developing or implementing quality management, control and assurance systems or processes, preferably in an educational or similar environment</li> </ul>
<b>Professional ethics</b>	<ul style="list-style-type: none"> <li>• Has knowledge or expertise in the area of professional ethics, preferably in a healthcare environment</li> </ul>
<b>Healthcare systems and regulation</b>	<ul style="list-style-type: none"> <li>• Has experience of healthcare systems and their regulation, gained through practice in a relevant environment</li> </ul>

## Eligibility

We currently have one vacancy for a lay member.

Lay members of Council are defined as members who:

- a. are not and have never been registered osteopaths
- b. do not hold qualifications which would entitle them to apply for registration under the Osteopaths Act 1993.

## Diversity and equality of opportunity

We value and promote diversity and are committed to equality of opportunity for all and appointments are made on merit. We believe that for any organisation to be successful, it needs to work with the most talented and diverse people available. We positively encourage applications from people from all sections of the community, from all backgrounds and with a broad range of experience. We undertake that your application will be dealt with fairly and that all decisions we make about it will be based on merit and your ability to meet the candidate specification.

Application Form 2 and CVs are anonymised before they are given to the selection panel for assessing. This is to avoid the panellists making conscious or subconscious assumptions about individuals based on their name, so please ensure that you do not put any identifying marks on your CV.

The GOsC has an absolute commitment to the principles of equality, diversity and inclusiveness and the Council is determined to ensure that its governance structure reflects that commitment.

## **On appointment**

- **Remuneration**

Council members are paid an annual fee of £7,500.

Remuneration is taxable under Schedule E and subject to Class I National Insurance contributions. It is not pensionable.

Those appointed will also be eligible to claim expenses, at rates set centrally, for travel and subsistence costs necessarily incurred on GOsC business.

Remuneration and expenses are subject to periodic review.

**Warning: impact of appointment on people in receipt of benefits.** Your appointment may have an effect on your entitlement to benefits. If you are in receipt of benefits you should seek appropriate advice.

- **Appointment and tenure of office**

It is anticipated that new appointees to Council will be appointed for a period of four years, although some appointments may be shorter to allow for continuity in future Council membership. Appointment can be renewed at the end of the first period of office., subject to the GOsC's needs and consistently high performance. There should therefore be no expectation of automatic reappointment. The maximum total term is 8 years.

- **Time commitment**

A minimum commitment would be approximately 1.5 days per month or 18 days a year and this will include attendance at Council meetings, appointment to at least one of the Council's committees, and, from time to time, involvement on ad hoc working groups.

Committees include:

- Audit Committee
- Policy Advisory Committee
- Remuneration and Appointments Committee.

- **Location**

Meetings are usually held at the General Osteopathic Council offices in London.

Occasional travel to other locations may be required.

- **Training**

An induction and training programme will be provided on appointment.

Successful candidate will be required to attend an induction day prior to 1 April 2020 and a range of required training sessions on dates to be arranged.

- **Appraisal**

All Council members are required to take part in the GOsC's annual appraisal system and will receive appropriate training for this purpose.

All Council members, including Chair of Council are required to take part in the GOsC appraisal system and will receive appropriate training for this purpose. Details of the appraisal process can be found in the Governance Handbook available at: [osteopathy.org.uk/about-us/the-organisation/governance-handbook](http://osteopathy.org.uk/about-us/the-organisation/governance-handbook).

- **Standards in public life**

Successful applicants will be expected to demonstrate high standards of corporate and personal conduct. This includes the standards of probity required by public appointees outlined in the 'Seven Principles of Public Life' set out by the Committee on Standards in Public Life (the Nolan Principles), the GOsC Code of Conduct and other requirements outlined in the GOsC Governance Handbook available at and to the requirements outlined in the Governance Handbook available at: [osteopathy.org.uk/about-us/the-organisation/governance-handbook](http://osteopathy.org.uk/about-us/the-organisation/governance-handbook).

As the GOsC is also a charity, successful applicants will be required to be aware of and apply the duties of a trustee. Further information about being a trustee is available on the Charity Commission website at [gov.uk/government/organisations/charity-commission/services-information](http://gov.uk/government/organisations/charity-commission/services-information).

- **Due diligence**

Due diligence checks may be undertaken as follows:

- a. Fitness to practise history and whether this will undermine the confidence in the regulator if the candidate were appointed
- b. Removal as a charity trustee/OSCR
- c. Roles with or associated to the GOsC
- d. Disqualification from being a company director
- e. Being declared bankrupt
- f. Convictions
- g. Risk assessment of output on social media
- h. DBS checks
- i. For candidates invited to final panel interviews, reference and right to work in the UK checks are compulsory for all candidates

- **Disqualification for appointment**

There are circumstances in which an individual will not be considered for appointment and these are set out in Section 5 of The General Osteopathic Council (Constitution) Order 2009 (as amended by The General Osteopathic Council (Constitution) (Amendment) Order 2015). For more details, please see Appendix 2.

Further advice about disqualification for appointment can be given by contacting Amanda Chadwick, Human Resources Manager on 020 7357 6655 x252.

- **Conflict of interest**

You should note particularly the requirement to declare any conflict of interest that arises in the course of GOsC business and the need to declare any relevant

business interests, positions of authority or other connections with organisations relevant to the business of the GOsC.

Any actual or perceived conflict of interest will be fully explored by the selection panel at shortlisting or interview stage. Guidance about conflicts is set out in the GOsC Governance Handbook at [osteopathy.org.uk/about-us/the-organisation/governance-handbook](http://osteopathy.org.uk/about-us/the-organisation/governance-handbook).

## **Applying for a post**

**The GOsC will ensure** that the appointment is made in a way that is open, transparent and fair to all applicants. All appointments are made on merit.

**Equality of opportunity** – we welcome applications from all sections of the community and from people with diverse experience and backgrounds.

**How to apply** – all applicants are required to complete both application forms enclosed with the information pack and to include an up-to-date CV of up to two pages.

Alternative formats such as Braille, large print and tape versions of this information pack and the application forms will be made available on request from Amanda Chadwick by emailing [councilrecruit@osteopathy.org.uk](mailto:councilrecruit@osteopathy.org.uk) or by calling 020 7357 6655 x252.

We must receive your completed application forms before the closing date for applications. **Late applications will not be accepted.**

Electronic applications – which must be in Microsoft Word or PDF format – should be returned to [councilrecruit@osteopathy.org.uk](mailto:councilrecruit@osteopathy.org.uk) and these will be acknowledged with an automatic email. If you do not receive an acknowledgement, you must call 020 7357 6655 x252 to check with the GOsC that your application has been received.

If you submit a paper copy of the application, or one in an alternative format, we will aim to acknowledge this by telephone or post within five working days of receipt. Alternative format applications can be returned to:

GOsC Council Recruitment  
Amanda Chadwick  
Human Resources Manager  
General Osteopathic Council  
Osteopathy House  
176 Tower Bridge Road  
London SE1 3LU

## **How we will handle your application**

We will deal with your application as quickly as possible and will advise you of the likely timetable at each stage. You will receive an acknowledgement of receipt of your application when you submit it electronically by email or if you request acknowledgement of receipt of a paper or alternative format application.

- Your application and CV will be assessed to see whether you have the expertise required at the appropriate level for the post. We will rely only on the information you provide on your application form and CV to assess whether you have the experience required. **Please ensure that you provide evidence to support how you meet all of the relevant criteria**, which are identified in the 'Competencies required for the role' section.
- The selection panel will be:
  - i. Chair of Council designate, **(TBC after appointment)**
  - ii. Elizabeth Elander, registrant Council member and
  - iii. John Pulford Independent Panel member.
- If 30 or more applications are received, it is likely that your application will be pre-assessed by the independent panel member before it is passed to the shortlisting panel for consideration. You should be aware that in this situation, your application might not be considered in full by the panel.
- By the end of December 2019, we aim to have made a decision about which candidates will be invited for interview, taking into account the evidence provided in your application. Interviews will take place in London in **January 2020, dates TBC** and will need to be available for the whole day of their interview.
- Prior to your interview you will be asked whether you require any 'reasonable adjustments' to be made to facilitate your participation in the process.
- Our policy is not to refund travel expenses for candidates to attend interviews. However, where a candidate has extenuating circumstances which would mean that they would be unable to attend an interview unless we reimbursed the cost of travel, we would consider doing so on a case-by-case basis.
- Where a candidate is unable to attend an interview on the date set then an alternative date will only be offered at the discretion of the panel.
- If invited to interview, the panel may question you about your experience and expertise and ask specific questions to find out whether you meet the specified qualities. You may also be asked to give a short presentation and take part in a group discussion with other candidates.
- The candidate who best fits the criteria will be recommended to the Privy Council for appointment.
- The Privy Council's decision about whether to offer the appointment will be informed by advice from the Professional Standards Authority for Health and Social Care about the process the GOsC has used to select the recommended candidate.
- If you are successful, you will receive a letter from the Privy Council appointing you as a Council member of the General Osteopathic Council.
- If you are unsuccessful, you will be notified by the GOsC's HR Manager.
- If, after interview, your application is unsuccessful and you would like feedback, please write to Amanda Chadwick, Human Resources Manager, GOsC

**Dealing with your concerns** – for queries about your application, please contact Amanda Chadwick on 020 7357 6655 x252 or email [councilrecruit@osteopathy.org.uk](mailto:councilrecruit@osteopathy.org.uk).

## **Your personal information**

Your personal information will be held in accordance with our Privacy Policy available at [osteopathy.org.uk/privacy-and-cookies](http://osteopathy.org.uk/privacy-and-cookies)

You will not receive unsolicited paper or electronic mail as a result of sending us any personal information. Some information will be shared with the Privy Council and the Professional Standards Authority (which oversees the appointment process). No personal information will be passed on to third parties for commercial purposes.

When we ask you for personal information, we promise we will:

- only ask for what we need, and not collect too much or irrelevant information
- ensure you know why we need it
- protect it and insofar as is possible, make sure nobody has access to it who shouldn't
- ensure you know what choice you have about giving us information
- make sure we don't keep it longer than necessary
- only use your information for the purposes you have authorised

We ask that you:

- give us accurate information
- tell us as soon as possible of any changes
- tell us as soon as possible if you notice mistakes in the information, we hold about you

If you apply for a post, we will share some of the information you provide with the members of the selection panel for the post to which you apply, so that your application form and CV can be assessed. Please can we request that when submitting Application Form 2 and your CV, you do not include any information which could link to who you are or any protected characteristics, including your address, to help us mitigate any risk of unconscious bias.

Please note that the diversity monitoring information you provide as part of Application Form 1, is not used in the selection process and will not be shared with the selection panel assessing your application.

## **Information management**

Your application form and any supporting documentation will be retained for up to two years after the closing date for applications. The successful candidate's application materials will be kept for the duration of the appointment.

If at any time you wish your personal information to be removed from our records, please contact [achadwick@osteopathy.org.uk](mailto:achadwick@osteopathy.org.uk).

## **Complaints procedure for applicants**

Any complaints about the appointment process should be addressed to:

Human Resources Manager  
General Osteopathic Council  
Osteopathy House  
176 Tower Bridge Road  
London SE1 3LU  
[councilrecruit@osteopathy.org.uk](mailto:councilrecruit@osteopathy.org.uk)

The complaints procedure applies where an applicant has evidence that processes or procedures in the appointment process have not been followed, or there is evidence of unfairness in how the process has been implemented, and therefore the objectivity or validity of decisions is called into question. The procedure is not to be used where the applicant simply disagrees with the principle of the process or the judgements or outcomes of the appointment panel.

The procedure is as follows:

- a. The procedure applies where an applicant has evidence that processes or procedures in the appointment process have not been followed, or there is evidence of unfairness in how the process has been implemented, and therefore the objectivity or validity of decisions is called into question. The procedure is not to be used where the applicant simply disagrees with the principle of the process or the judgements or outcomes of the appointment panel.
- b. All applicants are informed of the complaints process in the applicant information pack.
- c. Where a complaint is upheld, the complaints procedure should also seek to identify a remedy for the complainant.
- d. The complaints procedure must be initiated by the applicant within 14 days of the relevant decision, setting out in writing the reasons why they considered that processes had not been followed or had been implemented unfairly.
- e. The complaint will be considered at first stage by the Chief Executive and Registrar with a decision sent within 28 days of receipt of the complaint.
- f. If not upheld, the applicant has the right to have his/her complaint considered at second stage by an independent panel appointed by the Council. This second stage appeal must be received within 14 days of the decision in (e) above.
- g. The panel's decision will be given within 28 days of receipt of the applicant's request for a second stage review.
- h. If the applicant remains dissatisfied they can raise their concerns with the Privy Council.
- j. Any complaint documentation will be kept for a minimum of two years.



### **The seven principles of public life**

All applicants for public appointments are expected to demonstrate a commitment to, and an understanding of, the value and importance of the principles of public service. The seven principles of public life are:

#### **Selflessness**

Holders of public office should act solely in terms of the public interest.

#### **Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

#### **Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

#### **Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

#### **Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

#### **Honesty**

Holders of public office should be truthful.

#### **Leadership**

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

## Disqualification criteria

Extract from The General Osteopathic Council (Constitution of the Statutory Committees) Rules Order 2009

### Disqualification from appointment

12. A person is disqualified from appointment as a member of the statutory committees if that person—

- (a) has been at any time convicted of an offence involving dishonesty or deception in the United Kingdom and the conviction is not a spent conviction;
- (b) has at any time been convicted of an offence in the United Kingdom, and—
  - (i) the final outcome of the proceedings was a sentence of imprisonment or detention, and
  - (ii) the conviction is not a spent conviction;

(c) has at any time been removed—

- (i) from the office of charity trustee or trustee for a charity by an order made by the Charity Commissioners, the Charity Commission, the Charity Commission for Northern Ireland or the High Court on the grounds of any misconduct or mismanagement in the administration of the charity—

privy, or

(bb) which the person by their conduct contributed to or facilitated, or

(ii) under—

(aa) section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990(4) (powers of Court of Session to deal with management of charities), or

(bb) section 34(5)(e) of the Charities and Trustee Investment (Scotland) Act 2005(5) (powers of the Court of Session),

from being concerned with the management or control of any body;

(d) has at any time been removed from office as the chair, member, convenor or director of any public body on the grounds, in terms, that it was not in the interests of, or conducive to the good management of, that body that the person should continue to hold that office;

(e) at any time has been adjudged bankrupt or sequestration of the person's estate has been awarded, and—

(i) the person has not been discharged, or

(ii) the person is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order under Schedule 4A to the Insolvency Act 1986(6) or Schedule 2A to the Insolvency (Northern Ireland) Order 1989(7) (which relate to bankruptcy restrictions orders and undertakings);

- (f) has at any time made a composition or arrangement with, or granted a trust deed for, the person's creditors and the person has not been discharged in respect of it;
- (g) is subject to—
  - (i) a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986(8),
  - (ii) a disqualification order under Part 2 of the Companies (Northern Ireland) Order 1989(9) (company directors disqualification),
  - (iii) a disqualification order or disqualification undertaking under the Company Directors Disqualification (Northern Ireland) Order 2002(10), or
  - (iv) an order made under section 429(2) of the Insolvency Act 1986(11) (disabilities on revocation of a county court administration order);
- (h) has been included by—
  - (i) the Independent Barring Board in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006(12) or the Safeguarding Vulnerable Groups (Northern Ireland) Order 2007(13)), or
  - (ii) the Scottish Ministers in the children's list or the adults' list (within the meaning of the Protection of Vulnerable Groups (Scotland) Act 2007(14));
- (i) has at any time been subject to any investigation or proceedings concerning the person's fitness to practise by any licensing body, the final outcome of which was—
  - (i) the person's suspension from a register held by the licensing body, and that suspension has not been terminated,
  - (ii) the person's erasure from a register held by the licensing body or a decision that had the effect of preventing the person from practising the profession licensed or regulated by the licensing body, or
  - (iii) a decision that had the effect of only allowing the person to practise that profession subject to conditions, and those conditions have not been lifted;
- (j) has at any time been subject to any investigation or proceedings concerning the person's conduct, professional competence or health by the General Council, where the final outcome was that—
  - (i) the person's registration in the register was suspended and the order imposing that suspension has not been lifted,
  - (ii) the person's name was removed from the register (for a reason connected to the person's fitness to practise), or
  - (iii) the person's registration in the register was made subject to an order imposing conditions with which the person must comply and that order has not been lifted;

- (k) has at any time been subject to any investigation or proceedings relating to an allegation that the person's entry in the register was fraudulently procured or incorrectly made—
  - (i) in the course of which the person's registration was suspended and that suspension has not been terminated, or
  - (ii) the final outcome of which was the removal of the person's entry in the register;
- (l) is or has been subject to any investigation or proceedings concerning the person's fitness to practise by—
  - (i) any licensing body, or
  - (ii) the General Council,and the General Council is satisfied that the person's membership of the statutory committees would be liable to undermine public confidence in the regulation of registered osteopaths; or
- (m) has at any time been convicted of an offence elsewhere than in the United Kingdom and the General Council is satisfied that the person's membership of the statutory committees would be liable to undermine public confidence in the regulation of registered osteopaths.