

General Osteopathic Council

Candidate Information pack

Independent Lay Member, Audit Committee Member Finance and Accounting Specialist

This is an independent lay member appointment. Applicants must not be registered osteopaths.



Closing date for applications: 11.30am Tuesday 6 October 2026

Interviews to be held in person in London: Wednesday 20 January 2027

General Osteopathic Council

Welcome from the Chair of Council



Thank you for your interest in joining the General Osteopathic Council (GOsC) as an independent member of the Audit Committee.

Audit Committee advises our Council on matters relating to audit, risk management and technology. We value having our independent members, who bring different perspectives and who can hold us to account through constructive scrutiny.

Through this recruitment exercise, we are looking for candidates who can provide independent oversight and expertise across our financial, risk and accounting activities.

This information pack provides details about the role and what the GOsC is seeking from our successful candidate. As a Council, we believe that diversity is a strength, and we welcome applications from a range of individuals who might be interested in joining Audit Committee.

Thank you for your interest and I very much hope you will consider applying. Please get in touch with GOsC if you would like to discuss this role, or get more information about us.

A handwritten signature in black ink, which appears to read 'Jo Clift'.

Jo Clift
Chair of Council

September 2026

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Contact

For information regarding the selection process or any other queries about this role, please contact Amanda Chadwick or Jane Saunders, Human Resources team:

hr@osteopathy.org.uk.

Introduction

Thank you for your interest in this role.

The General Osteopathic Council (GOsC) is the regulator for osteopathic practice in the UK. Its purpose is to protect the public by ensuring high standards of education, practice and conduct among osteopaths and the integrity of the statutory Register. Osteopaths are required to be registered with the GOsC and there are just over 5,600 osteopaths on the Register today.

The GOsC is a charity registered in England and Wales (1172749).

The role

We are currently recruiting for an Independent Lay Member of the Audit Committee, with significant finance and accounting expertise. To provide independent oversight, scrutiny and specialist advice across our financial management, accounting, risk and assurance activities.

The Audit Committee is a non-statutory committee that advises Council on all matters relating to internal and external audit, risk management and corporate governance.

A daily fee is payable for members of the AC at a rate of £340 per day worked.

You can read more about the AC on page 5 and more about the GOsC on page 5.

Equality, Diversity and Inclusion

The General Osteopathic Council (GOsC) considers diversity to be a strength. We wish to encourage applications from candidates of all backgrounds, identities and/or protected characteristics, including individuals from across the UK including Scotland, Wales and Northern Ireland.

We value and promote diversity and are committed to equality of opportunity for all. All 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 communities and backgrounds with a broad range of experience. We will deal with your application fairly and all decisions we make about it will be based on merit and your ability to meet the competencies required for the role.

Please note that the information in Application form 2 is anonymised before being given to the selection panel for shortlisting. This is to avoid the panellists making any conscious or unconscious assumptions about you based on your application. To assist with this, please also ensure that in Application form 2, in the sections where you set out your transferable knowledge, skills and experience against each of the competencies, that you do not include any identifiable personal information such as your name, who you are, or any protected characteristics.

The GOsC is committed to equity, diversity, inclusion and belonging. Council is determined to ensure that its membership and Committee appointments, reflects this commitment and welcomes applications from a wide range of backgrounds, experiences and perspectives.

Key dates

The process is expected to run as follows:

- Application closing date **11.30am Tuesday 6 October 2026**
- Shortlisting complete by **End November 2026**
- Interviews to be held in person **Wednesday 20 January 2027**
- Start date **1 April 2027**

About the Audit Committee

The role of the [Audit Committee](#) is to provide advice so that the necessary internal and external systems and processes are in place for identifying, managing and mitigating the risks relating to the discharge of the GOsC's statutory duties; and to make recommendations for any actions to Council and the Executive as appropriate. The Committee also considers any matters relating to fraud and loss, or information security breaches.

The Audit Committee oversees the GOsC risk management framework while overall responsibility rests with the Council, which reviews the high-level risk register twice a year. The Audit Committee meets three times a year and reviews the risk register at each meeting and also makes an annual report to Council to provide assurance that risk is being managed appropriately within the organisation.

The Committee comprises five members: two are Council members, of whom one must be an osteopath, and the other a lay member (not an osteopath); and three external members.

Role of Audit Committee members

Members of the Audit Committee are required to contribute effectively to the work of the Audit Committee. They are expected to:

- Agree the content of the risk register at the start of each business planning cycle and keep it under review.
- Request and receive reports on the management of risk areas identified in the register and make any recommendations.
- Review the internal financial controls and advise on these controls.
- Make a recommendation to Council on the appointment of financial auditors to conduct the annual financial audit.
- Receive a report on preparations for the annual financial audit.
- Receive the audit report, Audits Findings Report (AFR), draft Annual Report and Accounts, and Governance Statement; make recommendations to Council on the approval of these, and monitor the implementation of agreed recommendations in the AFR.
- Approve proposals for the commissioning of audits of key functions within the organisation and to recommend any areas where special investigation might be necessary.
- Receive audit reports and the Executive's response, and make recommendations to Council on the implementation of recommendations arising from such audits and investigations.
- Receive reports on any critical incidents (whether or not reportable to the Charity Commission), data breaches, corporate complaints or whistleblowing, and the Executive's response to them, and make any recommendations to the Executive and Council.
- Receive reports on the Executive's approach to organisational performance management and corporate governance, and make any recommendations.
- Make an annual report to Council on the work of the Committee and an overall opinion on the management of risk within the GOsC.
- To review periodically its own effectiveness as a Committee.

About the General Osteopathic Council

The General Osteopathic Council (GOsC) has a statutory duty to develop and regulate the profession of osteopathy with an overarching function of 'protection of the public'.

The core functions of the GOsC are:

- Assuring the quality of osteopathic education and training for osteopathic students and education providers.
- Registering qualified professionals on an annual basis and ensuring their continuing fitness to practise as osteopaths.
- Setting and promoting high standards of osteopathic practice and conduct.
- Helping patients with concerns about osteopaths and, where necessary, dealing with those concerns which can result in restrictions or removal of osteopaths from the Register.

The work of the GOsC is guided by our vision, which is to be an inclusive, innovative regulator trusted by all and by our Strategy 2024-30, which sets out the overarching approach that we intend to follow to fulfil our statutory objectives. These objectives are organised under the following three key priorities:

- **Strengthening trust:** We will work to enhance and improve our relationships with those we work with so together we can help protect patients and the public.
- **Championing inclusivity:** It is important to us that people who interact with us, or who work for us, can be their true selves and that we understand and break down any barriers which prevent them from doing so.
- **Embracing innovation:** We will continually seek out and take opportunities to improve what we do and how we do it, so we continue to improve as an organisation.

To learn more about our strategic priorities, please review the corporate documents available at: osteopathy.org.uk, including the [GOsC Strategy](#) and [our Annual Reports](#).

Our values

We work collaboratively to be an influential and respectful regulator with an evidence-informed approach.

Collaborative: We work with our stakeholders to ensure patients and osteopaths are at the centre of our approach to regulation.

Influential: We seek to support and develop those we work with to enhance public protection.

Respectful: We seek to hear, understand and consider the views of the people with whom we engage.

Evidence-informed: We use a range of evidence to guide our work to ensure the best outcomes for patients and the public.

Competencies required for the role

We define competencies as transferrable knowledge, skills and behaviours you can use to do this role. Please use examples from your everyday life, for example, social clubs, parent association, volunteering work or other experiences to show that you have the ability to do this role.

We will be assessing candidates against the criteria given below. To help candidates understand these criteria, we describe:

- What we are looking for
- What we need
- Why we need it
- When assessed

You will need to refer to these competencies when answering the questions on Application form 2.

What we are looking for	What we need	Why we need it	When assessed?
Motivation to undertake this role	• Genuinely interested and a clear commitment to contributing effectively to the Audit Committee's work.	• Motivated members engage more deeply, provide better scrutiny, and strengthen the Committee's overall effectiveness.	Application and interview
Balance and non-executive judgement	• Strong understanding of good governance and the responsibilities of a non-executive/trustee. • Ability to scrutinise policies, controls, whistleblowing, counter-fraud and cybersecurity arrangements. • Understands the boundary between executive and non-executive roles and can challenge and support staff to continue to improve performance.	• Clear governance understanding ensures the Committee fulfils its oversight role effectively and proportionately.	Application and interview

What we are looking for	What we need	Why we need it	When assessed?
Strategic finance expertise	- Strong track record in strategic financial management (ideally a member/fellow of ACA, ACCA, or CIMA). - Ability to scrutinise and challenge accounting practices, including charity accounting.	Independent financial insight enhances the Committee's ability to oversee financial controls, reporting and audit processes.	Application and interview
Audit oversight experience	- Experience commissioning and overseeing internal and external audit work. - Ability to review audit findings, assess management responses and ensure proportionate follow-up.	Audit is a core function of the Committee; informed oversight ensures recommendations lead to meaningful improvement.	Application and interview
Collaborative, influential and inclusive approach	- Works collaboratively with committee members and the executive. - Brings insight and challenge that improves assurance, governance and organisational learning. - Demonstrates and inclusive mindset and helps build public confidence public in regulation.	Effective committee work relies on balanced challenge, strong relationships, and a commitment to equity, diversity, inclusion and belonging.	Interview
Leadership in a small or lean organisation	- Experience operating in environments without large teams or complex systems. - Ability to balance strategic thinking with practical, hands-on understanding of finance, risk and resource constraints.	GOsC is a small organisation; real-world experience of similar contexts strengthens the quality of scrutiny and advice.	Interview

What we are looking for	What we need	Why we need it	When assessed?
Risk management experience	• Board level understanding of risk management frameworks and processes. • Ability to evaluate risk appetite, controls and mitigation strategies.	• Robust risk oversight is central to the Committee's assurance role.	Interview

Eligibility

We are looking to fill one vacancy for a lay member of the Audit Committee (AC).

This position is not open to osteopaths. Lay members are defined as members who:

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

In addition, all GOsC posts are subject to the disqualification criteria outlined in Appendix 3, you will need to check these to make sure you are allowed to apply for this role.

On appointment

Payment

Daily fee is £340 for each meeting attended, to cover meeting and preparation time. You can find more information in our [Governance Handbook](#).

Audit Committee (AC) members are reimbursed directly and must make their own arrangements for any payment of tax or National Insurance contributions.

Those appointed will also be eligible to claim expenses, at rates set centrally by the Council, for travel and subsistence costs necessarily incurred on GOsC business. Remuneration and expenses are reviewed periodically.

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.

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Time commitment

An Independent Audit Committee Member attend meetings three times a year, usually for half a day each, (plus extra time for mandatory training, reading and attending to administrative matters for example annual reviews).

Length of appointment

The initial appointment is expected to last up to four years, with the possibility of a further two-year extension.

Reappointments can be made at the end of the first period of appointment for a further period not exceeding four years, subject to consistently high performance and the needs of the GOsC. There should be no expectation of automatic reappointment.

No person may serve on Audit Committee for longer than a total of eight years.

Location

Meetings are usually held at Canopi Offices in London, although meetings may be held remotely where appropriate. We will ensure that all meetings are inclusive and accessible.

Occasional travel to other locations may be required.

Training

Appropriate training for committee members will be provided. Successful candidates will be required to attend induction and training on dates to be arranged as soon as possible after appointment.

Annual appraisal process

All Committee members are required to take part in the GOsC's annual appraisal process and will receive appropriate training. Details of the process can be found in the [Governance Handbook](#).

Standards in public life

You will be expected to demonstrate high standards of corporate and personal conduct. This includes behaving in accordance with the standards of probity ('the quality of being honest and behaving correctly') required by public appointees outlined in the 'Seven Principles of Public Life' set out by the Committee on Standards in Public Life (see Appendix 2), the GOsC Code of Conduct and other requirements outlined in the [GOsC Governance Handbook](#)

You should be aware that this post is a public appointment or 'statutory office' rather than a job, and therefore is not subject to employment law.

Due diligence

Checks may be undertaken as follows:

- fitness to practise history and whether this will undermine the confidence in the regulator if the candidate were appointed
- removal as a charity trustee
- roles with or associated to the GOsC
- disqualification from being a company director
- being declared bankrupt
- any convictions
- risk assessment of output on social media
- DBS checks
- for all candidates invited to final panel interviews, references and right to work in the UK checks are compulsory.

Disqualification from appointment

There are circumstances in which an individual will not be considered for appointment and these are set out in Section 12 of The General Osteopathic Council (Constitution of the Statutory Committees) Rules Order of Council 2009. For more information, please see Appendix 3.

Further advice about disqualification for appointment can be given by contacting the Human Resources team at: hr@osteopathy.org.uk.

Conflicts of interest

You should note the requirement to declare any conflicts of interest when applying for a role and the need to declare any conflicts that arise once in post if successful. This includes the need to declare any relevant business interests, positions of authority or other connections with organisations relevant to the business of GOsC.

Any actual or perceived conflicts of interest will be fully explored by the appointment panel at shortlisting or interview stage. Guidance about conflicts of interest is set out in the [GOsC Governance Handbook](#).

Applying for a post

All applicants are required to complete and submit both [Application form 1](#) and [Application form 2](#), which can be accessed via Jisc Online Surveys.

Applications will be acknowledged through a confirmation page on Application form 2 if you submit your application through the online system. Instructions on how to email or download an electronic completion receipt are outlined in Application form 2.

If you do not receive an acknowledgement, please email hr@osteopathy.org.uk to check whether your application has been received. Please allow 5 days for an email confirmation.

Alternative formats of this information pack and the application forms are available on request from Human Resources team at: hr@osteopathy.org.uk. All of these applications will be acknowledged.

Please note that the information in Application form 2 is anonymised before being given to the selection panel for shortlisting. Please don't include any personal details that could identify you, like your name, background, or protected characteristics. In Application Form 2, make sure the sections where you describe your knowledge, skills, and behaviours do not include this kind of information.

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

Use of Artificial Intelligence (AI)

To ensure a fair and transparent recruitment process, applicants are expected to provide responses that accurately reflect their own knowledge, skills, experience, and personal views.

Applicants may use Artificial Intelligence (AI) tools to assist with spelling, grammar and formatting. However, all content and examples provided must be the applicant's own and must genuinely reflect their experience, knowledge and abilities.

Applicants may be asked to discuss or elaborate on their responses during the assessment process. Where information is found to be misleading or does not accurately represent the applicant's experience, the application may be withdrawn from consideration.

How we will handle your application

We will deal with your application as quickly as possible and advise you if there are any changes to the timetable.

After the closing date for applications:

- Your application will be assessed to see whether you have demonstrated the adaptable knowledge, skills and behaviours needed for the role. **Please make sure that you give evidence that show how you meet all the criteria listed in the 'competencies required for the role' section.** The selection panel will be:
 - Harry Barton, Chair of Audit Committee
 - Dinah Cobbinah, Independent lay member of Audit Committee

- If 20 or more applications are received, it is likely that your application will be pre-assessed 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 end of November 2026**, 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 person in London on **Wednesday 20 January 2027**.
- Prior to your interview, you will be asked whether you require any 'reasonable adjustments' to be made to facilitate your participation in the process.
- If invited to interview, the panel may ask you questions about your experience and expertise and may also ask specific questions to find out whether you meet the specified competencies.
- The candidates who best fit the criteria will be recommended for appointment.
- The GOsC Council will consider the interview panel recommendations and make the final decision.
- If you are successful, you will receive a letter from the GOsC appointing you as a committee member to commence **April 2027**.
- If you are unsuccessful, you will be notified by the GOsC's Human Resources team.
- If, after interview, your application is unsuccessful and you would like feedback, please email our Human Resources team at: hr@osteopathy.org.uk.

Dealing with your questions – for queries about your application, please contact our Human Resources team at: hr@osteopathy.org.uk

Your personal information

Your personal information will be held in accordance with the Data Protection Act 1998 and General Data Protection Regulations and [our privacy notice](#).

You will not receive unsolicited paper or emails as a result of sending us any personal information. 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, as far as is possible, make sure nobody has access to it who should not
- ensure you know the choices you have about giving us information
- make sure we do not keep it longer than necessary
- only use your information for the purposes outlined in our privacy notice that 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, so that your Application form can be assessed. The monitoring information you provide is not used in the selection process and will not be shared with the selection panel assessing your application.

Information management

If you submit an Application form (in hard copy, alternative format or electronic form), your form and any supporting documentation will be kept for up to one year 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 us at: hr@osteopathy.org.uk.

Complaints procedure for applicants

Any complaints about the appointment process should be addressed to:

Human Resources Manager
General Osteopathic Council
Canopi
Unit A, Arc House
82 Tanner Street
London SE1 3GN
hr@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. Where a complaint is upheld, the complaints procedure should also seek to identify a remedy for the complainant.
- b. 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.
- c. The complaint will be considered at first stage by the Chief Executive and Registrar with a decision sent within 21 days of receipt of the complaint. Further information can be found in our [Corporate Complaints process](#).

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—
 - (aa) for which the person was responsible or to which the person was 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.