

Dudley Clinical Commissioning Group

Code of Conduct

The Dudley Clinical Commissioning Group agree to abide by the Nolan Principles of Public Life:

Selflessness

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other 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 seek to 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 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.

The Dudley Clinical Commissioning Group Board members will aim to:

Respect one another as possessing individual and corporate skills, knowledge and responsibilities.

Show determination, tolerance and sensitivity, posing rigorous and challenging questions, tempered by respect.

Show group support and loyalty towards the CCG and each other.

Listen carefully to all ideas and comments and be tolerant to other points of view, being sensitive to colleagues' needs for support when challenging or being challenged.

Be honest, open and constructive.

Be courteous and respect freedom to speak, disagree or remain silent.

Embrace challenge and regard challenge as a test of the robustness of decision making processes. Ensure no one becomes isolated in expressing their view and treat all ideas with respect.

Read all papers before the meeting and clarify points of detail with the relevant author before the meeting. Arrive punctually, participate wholeheartedly and try where possible to stay for the duration of the meeting.

Ensure papers are distributed 7 days in advance of the meeting, and avoid where possible tabling papers at meetings.

Dispose of papers appropriately as confidential waste.

Focus discussion on material issues and on their resolution, allow differences to be forgotten.

Make the most of time available by supporting the chair, colleagues and guests in maximising scope and variety of views heard. Individual points should be relevant and concise.

Ensure mobile phones are on silent if they need to be left on, and leave the room to take a call if the call is urgent.

Remember that we are representative of the whole of Dudley, not representing localities or individual practices.

Be supportive of the decisions of the Board, even though as individuals we may not agree.

Embrace the use of technology that has been made available.

Treat each other as adults, and behave in an adult manner.

The Dudley Clinical Commissioning Group will aim to not:

Keep referring to past history or previous disagreements.

Regard any arrangements as unchangeable or unchallengeable.

Adopt territorial attitudes, any member of the team has the right to challenge and question another.

Be offensive or act in an attacking, crushing or dismissive manner, and will be ready to apologise.

Take offence or take comments personally, and always remain open to discussion.

Regard papers as being 'rubber stamped' without discussion or agreement.

Breach confidentiality.