

# Sickle Cell Society

## Nolan Principles of Standards in Public Life and Code of Conduct

### Background

In view of past and recent governance issues, it has been agreed with the Sickle Cell Society President, Interim Chair and Chief Executive that existing Trustees together with any new Trustees, should sign up to the Nolan principles of governance within the Sickle Cell Society and a code of conduct.

The Society through its staff, volunteers and trustees are required to demonstrate that they are proactive in raising standards of ethical behaviour and conduct. We currently do this by completion of a register of interests on an annual basis and by trustees declaring interest as appropriate at the board meetings and other formal sub-committees of the board.

It is therefore proposed that the trustees of the Sickle Cell Society will adhere to the standards and commitments set out below;

### The Nolan principles are:

- **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**

# Sickle Cell Society

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.

## **Code of Conduct**

- Act within the Society's constitution (articles of association), role description of a trustee and within the law.
- Act with probity and due prudence in all aspects of the Society's business
- Respect organisational, board and individual confidentiality including confidentiality of SCS members, patrons and advisers.
- Accept collective responsibility for all decisions of the board and its subcommittees
- Actively contribute towards improving the governance of the board, participating in induction and training and sharing ideas for continuous improvement of the Society
- Conduct themselves in a manner which does not damage or undermine the reputation of the Society
- Make no public comments about the Society unless authorised to do so.

## **Meetings**

- Attend all appropriate board meetings and where appropriate sub – committee meetings. Where this is not possible to ensure apologies are provided in advance of any meeting
- Actively engage in discussion, debate and voting in meetings (where necessary); contributing in a considered and constructive way, listening carefully, challenging sensitively and avoiding conflict
- Participate in collective decision making, accept majority decisions of the board and not act individually unless specifically authorised to do so
- Keep all board papers secure and confidential

## **Relationships**

- Work considerately and respectfully with fellow trustees, patrons, advisers and staff of the Society, respecting diversity, different roles, boundaries and avoid giving offence
- Recognise and respect the differences in the roles of trustees and staff of the Society

## **Sickle Cell Society**

- Act fairly and in accordance with best practice principles in making decisions affecting the appointment, recruitment, professional development, appraisal, remuneration and discipline of the Chief Executive and other staff

### **Managing Conflicts**

- At all times, act in the best interests of the Society and not as a representative of any group.
- Declare conflicts of interest as defined by the Society's constitution, as well as any personal or business interest or other factors, which may influence, or may be perceived to influence their judgement or competence.

January 2014 v1