

Meeting	Council Culture - Review and update Code of Conduct for Council and Committee members
Date	13 December 2021
Title	Draft terms of reference
Summary	This paper includes draft terms of reference and general principles for the Council Culture Code of Conduct Group
Decisions required	Feedback and discussion are expected so that an updated, fit for purpose Code of Conduct can be agreed, and terms of reference can be finalised
Attachments	AI7_Council_Culture_Workshop
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Background and purpose

Following the feedback and discussion with Mike Farrar in June 2021 as a result of a difficult period for Council, a paper with fourteen actions was presented to help get Council culture back on track. Each of those actions is represented by Committee and Council members along with a group of RCVS staff (typically members of the Senior Team). This group is tasked with reviewing and updating the Code of Conduct for Council and Committee members, along with identifying what the role of Council is in this work.

Other groups activities include:

- Improved understanding and utilisation of Council/Committee skills, along with senior staff members
- Improved induction and ongoing training for existing Council/Committee members
- Improved visibility of Council/Committee activities
- Greater clarity on the role and function of Council

Proposed terms of reference

Membership & Representation

Members of this group will review and update the Code of Conduct for Council and Committee members to ensure that members observe appropriate standards of conduct so that the RCVS can continue to command the confidence of the public, profession, stakeholders and other interested parties.

It is expected that member of the group contribute openly and honestly to the group and are required to join meetings as requested. They should represent the collective decisions of the group yet appropriately challenge to reach the best conclusion.

Group Leader

A group leader shall be identified who will be able to provide feedback and progress to the Steering Group.

Confidentiality

All members agree that what is discussed in the meetings should initially remain confidential to the Code of Conduct Group, Steering Group and wider Council Group. It is likely that once decisions have been made then confidentiality will no longer be required. It may be necessary to involve some RCVS employees in discussions who are currently responsible for setting standards.

Meeting frequency

It is anticipated that there will be a further 3 or 4 meetings required prior to 17 March 2022 where the final overall findings and timescales will be agreed by Council. Those meetings are likely to all be virtual.