



National Anti-Doping Panel Board:

Terms of Reference

Background

The National Anti-Doping Panel (NADP) Board oversees all matters relating to the operation and financing of the NADP, including compliance with applicable company law. It does not have an active role in the administration of dispute resolution procedures but maintains an interest in the conduct of the NADP's administrative functions. The NADP Board was established in November 2007 after the Department for Digital, Culture, Media and Sport (DCMS) awarded the contract to administer and appoint the NADP to Sport Resolutions.

Purpose & Role

The purpose of the NADP Board is to:

- Oversee all matters relating to the operation and financing of the NADP
- Review and monitor the NADP's administrative function

Objectives

The objectives of the NADP Board are to:

- Appoint an individual to act as President of the NADP and enter into a retainer agreement with the President
- Develop a set of criteria for the selection of members of the NADP and support the President in recruiting members
- On the recommendation of the President appoint and enter into retainer agreements with legal and lay members of the NADP
- On the recommendation of the President adopt and thereafter modify or ratify any proposed changes to the NADP Rules
- Ensure that the President, the secretariat and members of the NADP carry out effectively their responsibilities as defined in the NADP services contract

Membership, Composition and Meetings

The NADP Board will be composed of four members, all of whom shall be independent non-executive directors of the company and one of whom shall be appointed as Chair. NADP Board members will be chosen to provide expert advice and insight into:

- Financial operation of the NADP
- Selection and performance of panel members
- Administrative support of tribunal services
- Procurement strategy

The NADP Board will meet at least three times in each calendar year, usually in conjunction with Management Board meetings. The President of the NADP will be asked to provide an update to the NADP Board at least one per annum.

Members are expected to attend all meetings. If a member fails to attend three consecutive NADP Board meetings, the Board may revoke the appointment unless such absence is authorised by the PARC.

A majority of NADP Board members must approve any decision of the NADP Board and the Chair of the NADP Board shall have the casting vote in case of deadlock.

Term

Members will be appointed for a maximum of two terms of four years, which will be staggered, to ensure the long-term stability of the NADP Board.

Remuneration

Membership of the NADP Board is voluntary and without remuneration other than for reasonable travel expenses to attend meetings. Members may, however, be reimbursed for expenses incurred as a result of carrying out duties of the NADP Board provided that such expenditures have been pre-approved by the Chair.

Experts and Invited Guests

The NADP Board may from time to time require experts or other representatives to attend meetings as presenters, advisors or observers. The Chair will approve such invitations in advance.

Last review (date)	August 2018
Reviewed by (name)	Audit & Risk Committee
Next review and approval due (date)	August 2020