



## Director's Code of Conduct

This Code is intended to act as a guide to Sport Resolutions Directors and draws on information contained within the company's Articles of Association, role profiles and terms of reference.

Directors of Sport Resolutions are required to behave in a manner that befits their status as a director of the UK's dispute resolution service for sport. It is imperative that behaviour should not bring the independent and neutral service we provide into disrepute.

Any breach of this Code of Conduct will be brought to the attention of the Chair and may be considered under the disciplinary procedures. You should notify the Chair of any significant violation of this Code by any individual governed by it.

### **Ethics, integrity and honesty**

You should not place yourself in situations where honesty and integrity may be questioned. Duties should be carried out in a manner which preserves and enhances public confidence in your integrity and the services provided by Sport Resolutions.

### **Duty to uphold the law**

You should uphold the law and, on all occasions, act in accordance with the trust that has been placed in you.

### **Respect for others**

You should promote equality by not discriminating against any person, and by treating people with respect regardless of their race, age, culture, religion, gender, sexual orientation, disability or political persuasion. Discrimination; prejudice; oppressive behaviour or language in relation to any of the above are not acceptable. All colleagues have a right to be treated with dignity and respect. All Directors agree to abide by Sport Resolutions' Equality Policy.

### **Discretion and Confidentiality**

You should exercise the utmost discretion at all times with regard to the information and business activities which are disclosed to you. All board meetings are confidential, and details of discussions and voting may not be disclosed without permission of the Chair.

### **Conflicts of Interest**

Directors are required to declare any conflict of interest (or potential conflict) to the Chair as soon as possible.

If interests or conflicts are found which have not been declared, a Board member may be removed from post by the Chair or by a majority vote of the Board.

In the case of an actual conflict, a Director is required to excuse him/herself from any related voting.

All Board members are required to complete a Conflict of Interest Form on an annual basis.

### **Meetings**

As a Board member the minimum expectation is to attend the AGM. You are also expected to attend as many Management Board or Committee meetings as possible, if you are appointed to these groups. If for any reason you cannot attend a company meeting, the Company Secretary should be informed as soon as possible. Directors are expected to prepare thoroughly for all meetings by reading any papers and correspondence sent out in advance.

### **Expenses**

Reasonable travel expenses will be paid in order for Board Members to attend meetings. Reasonable accommodation expenses will be paid if essential, but only with the advance approval of the CEO.

### **Complaints**

All complaints are dealt with through the Complaints Procedure, which generally involves the Chair and the CEO.

### **Whistleblowing**

Sport Resolutions operates a whistleblowing policy and all Directors are expected to be familiar with this policy and the processes involved.

### **Safeguarding**

All Board Members must comply with the Sport Resolutions Safeguarding Policy and the Sport Resolutions Vulnerable Adults Policy. These policies are contained on the Sport Resolutions website and Board Members should make themselves familiar with these documents. Board Members will be required to attend basic safeguarding training as part of their induction and should give consideration to safeguarding in all meeting discussions and decisions.

Directors are also reminded of the expectation to adhere to and to promote the company values at all times:

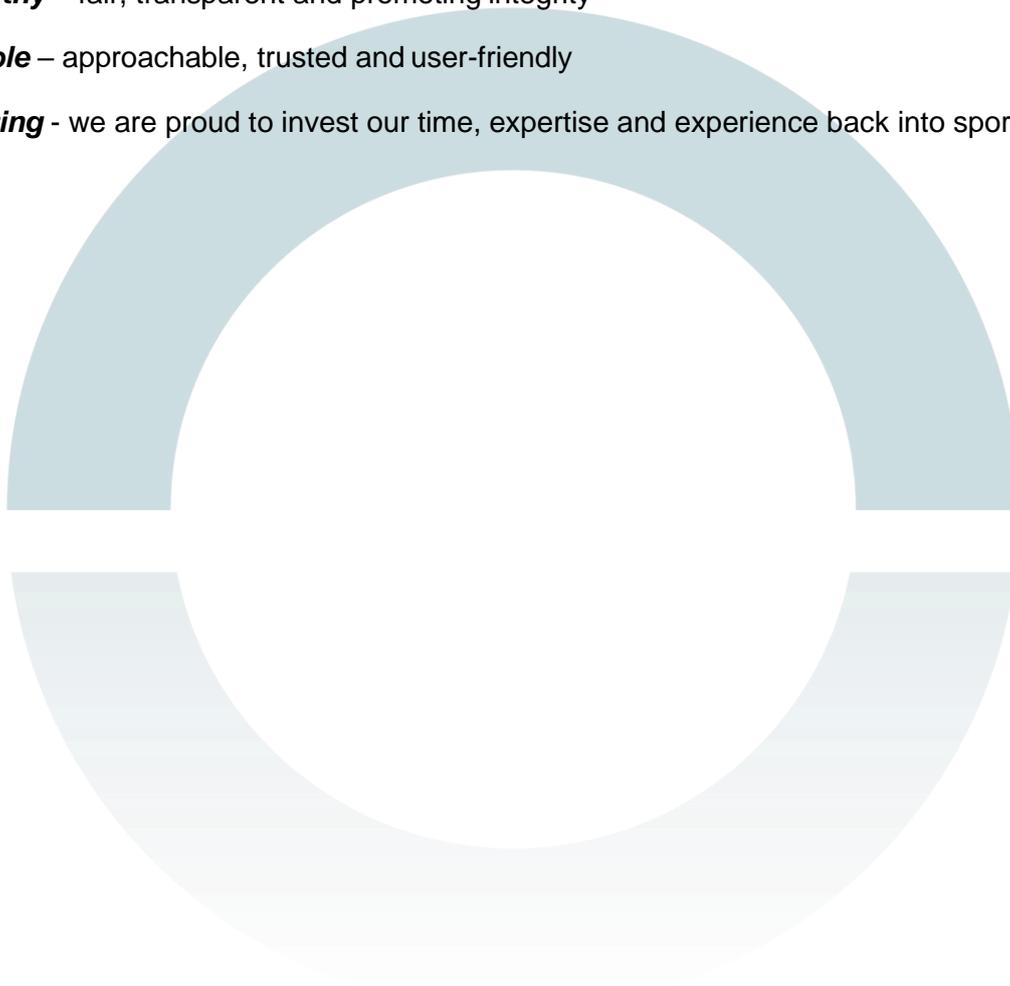
**Independent** – run independently and impartially

**Expert** – we understand, speak and implement the language of sport and law

**Trustworthy** – fair, transparent and promoting integrity

**Accessible** – approachable, trusted and user-friendly

**Reinvesting** - we are proud to invest our time, expertise and experience back into sport



Last review (date)	October 2020
Reviewed by (name)	Audit & Risk Committee
Next review and approval due (date)	October 2022