

# DIRECTORS CODE OF CONDUCT

<b>VERSION</b>	3.0
<b>INITIAL DATE</b>	December 2019
<b>LAST REVIEW DATE</b>	March 2022
<b>AUTHORS</b>	Director of Finance
<b>NEXT REVIEW DATE</b>	March 2025

## 1. Purpose

The purpose of this document is to clearly state the UK Sport Institute's (UKSI) expectations of Directors behaviour both within the board meetings and as Directors of a public body. It should be read in conjunction with the Code of Conduct for Board Members of Public Bodies

## 2. Scope

Applies to all Directors, Non-Executive Directors and members of the Senior Leadership Team of the UK Sports Institute

## 3. Professionalism and Ethics

An UKSI Director should: -

- 1) Exercise leadership, enterprise and judgement and act honestly, in good faith and in the best interests of the UKSI
- 2) Behave in an ethical way and not engage in conduct or behaviours likely to bring the UKSI into disrepute
- 3) Respect the truth and act honestly, exercising all his/her responsibilities as a Director. They should not obtain, attempt to obtain, or accept any bribe or illegal inducement of any sort
- 4) Respect confidentiality and not disclose or make improper use of any information acquired as a Director or disclose any information confidential to the company.
- 5) Be consistent, objective and professional in judgement and when making decisions.
- 6) Consider the implications on equality, diversity and inclusion on all matters discussed at board and actively seek to support strategies or activities that will increase the UKSI commitment to Equality, Diversity and Inclusion

- 7) Show a duty of care and diligence in fulfilling the functions and exercising the powers attached to a Director's position
- 8) Support the board Chair to ensure that the board is properly constituted and managed and assist the Chair in establishing the vision, aspirations, core purpose and values for the organisation. A Director should set strategy, delegate appropriately to management and be responsible to relevant stakeholders
- 9) Comply with relevant laws, regulations and codes of practice, particular attention should be paid to occupational health and safety, employee relations, equal opportunity for employees, safeguarding and other legislative and regulatory initiatives including the Code of Conduct for Board Members of Public Bodies
- 10) Recognise that the whole Board has responsibility for ensuring the UKSI is financially viable and properly managed and each Director must play their part in achieving this outcome
- 11) Endeavour to make sure that access between the board and the auditors is open and unimpeded. A Director should be satisfied that the scope of the audit is adequate and that management and any internal auditors have co-operated fully
- 12) Ensure communications with all stakeholders are timely, effective and unbiased, promoting goodwill amongst the high-performance sport community
- 13) Be prepared, if necessary, to express disagreement with colleagues and accept that resignation or dismissal may sometimes be the ultimate consequence of a sustained protest on a matter of conscience or judgment
- 14) Declare any related party interests and not allow personal interests, or interest of any associated person, to conflict with the interest of the UKSI. Ensure the integrity of the actions of the UKSI by avoiding granting special favours or unfair privileges to anybody or any other entity
- 15) Use resources responsibly and when claiming expenses do so in line with the UKSI Expenses Policy

#### 4. Board Behaviours

UKSI Directors are expected to:

- 1) Aim to attend all Board meetings
- 2) Take accountability for stimulating proactive support, explorations, dialogue and challenge, both in terms of content and behaviour
- 3) Support each other mentor, collaborate, share in the UKSI successes and setbacks
- 4) Actively listen to each other, do not talk over others, and ensure everybody has an opportunity to fully contribute
- 5) Be open to innovative ideas and think creatively for new solutions.
- 6) Be open and responsive to change
- 7) Coach each other to have courageous conversations
- 8) Actively encourage diversity of thought and ideas
- 9) Share opinions internally, but be unified externally
- 10) Optimally use the strengths within the team
- 11) Personally confront behaviour that does not comply with or is contrary to the code of conduct

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WE COLLABORATE.  
WE INNOVATE.  
WE EXCEL.**