



ENGLISH INSTITUTE OF SPORT

Directors' Code of Conduct

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AUTHOR	Director of Finance

1 Purpose

The purpose of this document is to clearly state The English Institute of Sport's expectations of the behaviour of its Directors both within 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

This Code applies to all Directors, Non-Executive Directors and members of the Senior Leadership Team of the English Institute of Sport.

3 Professionalism and Ethics

An EIS Director should: -

- 1) Exercise leadership, enterprise and judgement and act honestly, in good faith and in the best interests of the EIS;
- 2) Behave in an ethical way and not engage in conduct or behaviours likely to bring the EIS 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 EIS;
- 5) Be consistent, objective and professional in judgement and when making decisions;
- 6) Show a duty of care and diligence in fulfilling the functions and exercising the powers attached to a Director's position;
- 7) 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 EIS. A Director should set strategy, delegate appropriately to management and be responsible to relevant stakeholders;
- 8) Comply with relevant laws, regulations and codes of practice with particular attention being 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;
- 9) Recognise that the whole Board has responsibility for ensuring the EIS is financially viable and properly managed and each Director must play their part in achieving this outcome;
- 10) Endeavour to ensure that access between the board and the auditors is open and unimpeded. A Director should be satisfied that the scope of any audit is adequate and that management and the internal auditors have co-operated fully;
- 11) Ensure communications with all stakeholders are timely, effective and unbiased, promoting goodwill amongst the high-performance sport community;
- 12) 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;
- 13) Declare any related party interests and not allow personal interests, or the interest of any associated person, to conflict with the interest of the EIS. Ensure the integrity of the actions of the EIS by avoiding the grant of special favours or unfair privileges to anybody or any other entity;
- 14) Use resources responsibly and when claiming expenses, do so in line with the EIS Expenses Policy.

4 Board Behaviours

EIS Directors are expected to:

- 1) Aim to attend all Board meetings;
- 2) Be accountable for stimulating proactive support, explorations, dialogue and challenge, both in terms of content and behaviour;
- 3) Support each other – mentor, collaborate and share in the EIS successes and setbacks;
- 4) Actively listen to each other, do not talk over others and ensure everyone 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) Share opinions internally, but be unified externally;
- 9) Optimally, use the strengths within the team;
- 10) Personally, confront behaviour that does not comply with or is contrary to this code of conduct.