

## **DRAFT – April 2015**

As members of the Executive Committee you are required to behave in a manner that befits to your status as a board member of the national governing body for Savate (the GBSF).

The purpose of this document is to provide a code of conduct for Members of the GBSF Executive Committee. It is based upon the seven Nolan Principles for public life. It also draws from two exemplary Codes of Conduct recommended by the Sport and Recreation Alliance (<http://www.sportandrecreation.org.uk/smart-sport/board-new/role/role-of-board/code-conduct-board>)

- (1) The British Sub Squad Association
- (2) The English Golf Partnership.

This code has been written principally as a guide to GBSF Executive Committee Members and Directors. However, this code also applies to Honorary Vice Presidents and, any advisors working within, or on behalf of, this Committee.

Any breach of the code of conduct brought to the attention of the Chair of the Executive Committee (normally the GBSF President) will be considered under the relevant GBSF disciplinary procedures. You should also ensure that that you notify the Chair of any significant violation of this code by another member.

### **Code of Conduct for GBSF Executive Committee Members**

#### **1 Selflessness.**

You have a general duty of care to act in the best interest of the GBSF as a whole, to exercise reasonable care and skill in performing your role. Your conduct should not bring the GBSF into disrepute.

You must not use your committee position to gain financial or other material benefits for yourself, your family, friends or another organisation you represent.

#### **2 Integrity.**

You must not place yourself in situations where your honesty and integrity may be questioned, should not behave improperly, and on all occasions you should avoid the appearance of such behaviour.

You should not appear to represent the GBSF as a whole to outside agencies, persons or bodies unless explicitly mandated to do so (e.g. by a Committee vote). You should conduct business on behalf of the GBSF without the use of bribery or corrupt practices in order to gain an unfair advantage.

#### **3. Objectivity**

In carrying out GBSF business, including the making of appointments, awarding contracts, or recommending individuals for awards, you must make decisions based on merit alone.

#### 4. Accountability

You are accountable for your decisions and actions to our members and you must submit yourself to whatever scrutiny is appropriate to your role.

#### 5. Openness

You should be as open as reasonably possible about all the decisions and actions you take in your role at GBSF.

#### 6. Honesty.

You are expected to conduct your duties with honesty and are required to declare any conflict of interest (or potential conflict) to the Chair as soon as possible. In the case of an actual conflict, you are required to excuse yourself from any related voting.

#### 7. Leadership.

You should promote the principles in this code by leadership and example. You should respect the role of all other elected committee members.

#### 8. Respect for others.

The GBSF comes into contact with other Federations from around the world. You are expected to treat people with tolerance, impartiality and act with integrity at all times. You should promote equality by not discriminating against any person, and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation or disability.

All colleagues have a right to be treated with dignity and respect. Interactions with other committee members, GBSF members and members of the public must be polite and respectful at all times and must be free from harassment or bullying, including but not limited to behaviour on internet forums, social media, private messages and spoken conversation.

#### 9. Discretion.

You should exercise discretion at all times with regard to member details/information and the business activities of the GBSF, including the content of Committee discussions.

#### 10. GBSF Property.

GBSF property (including intellectual property) and resources should be used with the utmost care, guarding against waste and abuse. GBSF property should not be used for personal gain. All executive members have a financial responsibility to spend GBSF funds responsibly for the best interests of the federation.

#### 11. Intellectual property statement

If you are commissioned - with or without payment - by the executive to produce material for use by the GBSF, such as promotional material, documentation, syllabuses, posters or guidelines, or produce such material as part of your duties as an elected official, you may maintain copyright if you wish, however you agree to grant to the GBSF an unlimited non-exclusive licence in perpetuity (so that the GBSF may safely use such material).