

UK Members Council Code of Conduct

This Code of Conduct applies to all members (**Members**) of the UK Members Council (**UKMC**) as elected or appointed from time to time in accordance with the Articles of Association (**Articles**) of UK Athletics Limited (**UK Athletics**).

1. Members are expected to uphold the duties required of them by the Articles, by law and by relevant regulatory bodies.
2. Members are expected to devote sufficient time and energy to their responsibilities in order that they are fully prepared for, and participate in, UKMC meetings.
3. Members shall act on a fully informed basis, in good faith with due diligence and care, acting in the best interests of the sport of athletics in the UK, the wider base of members as defined by the Articles, UKMC and of UK Athletics at all times. Members should give due consideration to the interests of the UKMC, UK Athletics' staff and stakeholder groups but should not promote the interests of any outside body or interest when acting as a Member.
4. Members will act with probity and prudence, taking professional advice as needed.
5. Members will ensure that they have a clear understanding of the scope of their authority as set out in the Articles and act within it. Members must also understand which matters are reserved for the Board of UK Athletics (**Board**).
6. Members will continually monitor the effectiveness of the UKMC, seeking to act in accordance with established good practice at all times and seeking to improve continually all aspects of the operation of the UKMC.
7. Members must conduct themselves, and be seen to conduct themselves, with the highest professional and ethical standards at all times.
8. Any discussions are confidential to the UKMC meeting in which they were held and are not for disclosure to, or discussion with, any third parties unless prior written agreement has been given by the UKMC or the Board. A full record of each meeting of the UKMC including all supporting papers (both redacted as necessary) will be made available on the UKA website having been informally agreed by [the Members] for factual accuracy and noted as being subject to formal approval as soon as practical after each meeting of the UKMC.
9. All documents provided to Members in relation to UKMC meetings are strictly confidential. These items are made available to Members on a confidential basis for use within the meeting to which they relate. They cannot be used in whole or in part, in any other context unless prior written agreement has been given by the UKMC or the Board.
10. Where on the occasions Members are responsible for reaching joint decisions (even if a vote is needed to finalise a matter), Members in their capacity as such are expected to fully support the decisions of the UKMC once made, and to reflect only the agreed position to any third party when acting as a Member.
11. Members must make every effort to attend all meetings of the UKMC. If, however, for a good reason they are not able to attend they should make every effort to ensure they review the meeting papers and provide their views and comments to the President of the UKMC (**President**) or to the Chairperson of the meeting.

This Code of Conduct is not intended to place any restrictions on the rights of the UKMC as laid down in the Articles. If a Member is concerned that this situation arises, they should advise the President and the matter should be dealt with by the UKMC.

This Code of Conduct may be amended from time to time by the Board in accordance with Article 105, following consultation with the President, who will consult with Members before any amendments are made to the Code of Conduct.

I, **insert name**, agree to abide by the UK Members Council Code of Conduct.

Print name:..... Signature:..... Date:.....