



Herefordshire Cricket Board Code of Conduct

1. Introduction

Herefordshire Cricket aspires to the highest ethical standards in its governance and administration of the sport. This is essential to safeguard the integrity and the reputation of cricket, to maintain confidence in HCB as the custodian of the sport in Herefordshire, and to allow it to secure the long-term health and vitality of cricket in the county. HCB has therefore adopted this Code of Conduct, establishing clear ethical standards to govern the activities of persons directing and supporting HCB.

Conduct prohibited under this Code of Conduct may also amount to a criminal offence and/or a breach of other applicable laws or regulations. This Code of Conduct is intended not to replace such laws and regulations, but to supplement them with further rules of professional conduct for those involved in the governance and administration of cricket, in order to achieve the objectives, set out above. It is to be interpreted and applied accordingly, without prejudice to the application of such other laws and regulations.

Each person serving as a director or committee member is deemed to have agreed to (a) be bound by and required to comply with this Code of Conduct; (b) familiarise themselves with all the requirements of this Code of Conduct.

Each Director and Committee Member shall be bound by and required to comply with this Code of Conduct (a) whenever they are acting in their capacity as a Director or Committee Member; and (b) at any other time where their conduct at such times reflects upon HCB or could otherwise undermine the objectives underpinning this Code of Conduct.

Each Director and Committee Member shall cease to be bound by this Code of Conduct as of the date that they cease to perform the role and/or to conduct the activities that originally qualified them in that capacity, save that they will remain subject to the Code of Conduct (including, for the avoidance of doubt, its provisions on confidentiality) and to the jurisdiction of the CDC hereunder in respect of matters occurring prior to that date.

Obligations

General duties

In addition to complying with all applicable laws and regulations, each Director and Committee Member must conduct themselves honestly, fairly, impartially and in accordance with the highest ethical standards of integrity and transparency.

Each Director and Committee Member must avoid:

- a) any conduct that is inconsistent with or which undermines in any way the objectives of this Code of Conduct;
- b) acts or omissions that give the appearance of impropriety, or that denigrate or may be prejudicial to the interests of the ECB, or that brings (or have the potential to bring) the ECB and/or the sport of cricket into disrepute; and



- c) any public expression, whether in writing or verbally, of a minority view which conflicts with the majority or publicly-stated view of the Board or relevant Committee on any given issue.

Each Director must not do anything that may intimidate, offend, insult, humiliate or discriminate against anyone on the basis of race, sex, gender, national or ethnic origin, religion, culture, colour, sexual orientation, or otherwise.

Conflicts of interest

Each Director and Committee Member is bound by and must at all times comply with the HCB Conflict of Interest Policy. Any breach of the HCB Conflict of Interests Policy by a Director shall constitute a breach of this Code of Conduct and shall be dealt with in accordance with Article 3 below.

Each Director must not use their position or activities with HCB to advance their personal interests or those of any relative, friend or acquaintance (whether arising directly or through a related third party).

Each Director must vote and make decisions based solely on their independent judgment, in good faith and what is in the best interests of the ECB, and furthermore must avoid any situation that could lead to any actual or apparent conflict of such interests. Circumstances in which a conflict of interest would arise include, but are not limited to, material and direct personal involvement with sponsors, suppliers, contractors, venues or broadcasters, including ownership of a material interest in such an entity, acting in any material capacity in such an entity, or acceptance of material payments, services or loans from such an entity.

Where a Director has or may have an actual, apparent or potential conflict of interest in respect of their duties owed to the HCB, they must disclose the conflict to the HCB Chair without delay (and, where possible, make such disclosure prior to their election or appointment to the position of Director or Committee Member), or, if such conflict arises during a meeting, they must disclose the conflict to the Chair of the relevant meeting. The declaration shall be in the form at the attached Appendix. Thereafter, the Director must excuse himself/herself from any discussions relating to the conflict (unless the Chair permits him/her to participate in the discussions or, in the case of the Chair having the conflict, the majority of the voting members attending the meeting in question permit him/her to participate in the discussions), abstain from voting (and/or seeking to influence the vote) on any matter relating to the conflict and refrain from taking any other part in the handling of the conflict or of the matter to which the conflict relates.

If at any time following the filing of their declaration there occurs any material change in the information contained in the declaration, the Director or Committee Member shall file a supplementary declaration describing such changes as soon as reasonably practicable.

Confidentiality

A Director or Committee Member must not disclose to any third party any information disclosed to him/her in confidence by virtue of being a Director or Committee Member, save where required by law, where the HCB agrees to such disclosure in writing in advance or the information is already in the public domain (other than by reason of breach of this clause). This duty of confidentiality applies (without limitation) to Board meeting agendas, papers and minutes, and the content of discussions



during such meetings. Where a Director for good reason in their capacity as a Director, needs to share any such relevant information with a third party, they may do so with the agreement of the Board or Chair provided that they then notify such third party that the information is confidential and uses their best endeavours to ensure that the information is not distributed to any unauthorised third party.

Anti-Bribery, Gifts and Hospitality

Each Director is bound by and must at all times comply with the HCB Anti-Bribery Policy. Any breach of the HCB Anti-Bribery Policy by a Director shall constitute a breach of this Code of Conduct and shall be dealt with in accordance with Article 3 below.

Match-related integrity

Each Director is also bound by and must at all times comply with the HCB Anti-Corruption Code. Any breach of the HCB Anti-Corruption Code by a Director shall be dealt with in accordance with the provisions of the HCB Anti-Corruption Code.

Relationships with betting organisations

A Director must declare in writing to the Board/relevant Committee if he/she has a business association (whether direct or indirect) with any company or other undertaking which promotes, brokers, arranges or conducts any form of betting activity in relation to cricket matches.

Public statements

1.1. The ECB recognises that fair and reasonable comment upon the game in general and an individual match, or a series of matches, in particular, by those playing and administering the game is in the game's interests. However, it further recognises that in the interests of maintaining the good relations which exist between participants, it is necessary to ensure that any such comment and criticism is constructive.

1.2. No public statement may be made by any Director or Committee Member, which in any way:

- a) constitutes a personal attack upon any other Director or Committee Member, other participant or any person who is a member of any other ICC member board or subject to its jurisdiction;
- b) not being fair and reasonable comment on an issue of contemporary interest, is prejudicial to the interests of the ECB and/or any Director or Committee Member and/or any other participant and/or of the game of cricket in general;

For the purposes of this "Public statements" sub-section, the following definitions shall apply:



“participant” means any entity or person which is subject to the jurisdiction of the CDC under the CDC Regulations (as amended from time to time);

“personal attack” shall include but not be limited to the use of a name, position or description to identify an individual whose conduct in, or attitude or approach to a match or series of matches, or the game of cricket in general, or any aspect of whose character, play or tactics, is described or commented upon in derogatory terms and/or by the use of intemperate language.

“public statement” shall mean any statement which in whole or in part, or the gist of which, becomes or is made public, whether in its original or in any other form. Such statement may be made in a newspaper, magazine, periodical or book, or by any electronic or other means through the medium of social media, television, radio, internet or in any other manner whatsoever, regardless of the circumstances in which the statement was first made, and includes any repetition of any such statement.

Expenses

- 1.3. Travel and other expenses are only recoverable by Directors and Committee Members if the expenditure is reasonably and necessarily occurred on behalf of the ECB and in accordance with the ECB Expenses Policy (as amended from time to time).

IT and Information Security

- 1.4. Each Director and Committee Member must at all times comply with the ECB Email and Internet Usage Policy (see Section 5 of the Directors’ Handbook), any serious breach of which shall constitute a breach of this Code of Conduct.

Political Neutrality

- 1.5. As an independent, a-political organisation, each Director and Committee Member is required to ensure that all his/her decisions are neutral, non-political, in the best interests of the ECB, and not unduly influenced by personal views, beliefs or circumstances.

Exit Policy

- 1.6. On termination of office for any reason, Directors and Committee Members must promptly return to the ECB all property (including but not limited to documents, telephone, computer and other electronic equipment, credit cards, keys and security passes) belonging to the ECB.

2. Enforcement

- 2.1. Any allegation or suspicion of a breach of the Code of Conduct, whatever its source, shall be referred to the Chair of the ECB Regulatory Committee (the **Ethics Officer**). Whether acting of their own accord or on referral by any third party, the Ethics Officer will be responsible for conducting investigations into the activities of any Director or Committee Member that they believe may have committed an offence under this Code of Conduct. All Directors and



- 2.2. Committee Members must co-operate fully with such investigations and a failure to do so may be treated as a breach of this Article 3.1.
- 2.3. Where the Ethics Officer believes the circumstances so warrant, they may require, by way of a written demand to any Director or Committee Member (a **Demand**), the Director or Committee Member to provide them with any information that is reasonably related to a potential breach of this Code of Conduct, including (without limitation) (a) copies of, or access to, all documents, electronic files and/or other records relating to the alleged breach (such as itemised telephone records, bank statements, Internet search records, computers, hard drives and other electronic information storage devices); (b) a written statement setting out in detail all of the facts and circumstances of which the Director or Committee Member is aware in relation to the potential breach; and/or attendance of such Director or Committee Member at an interview.
- 2.4. Once any such Demand has been issued, and subject to any applicable principles of English law, the Director or Committee Member shall co-operate fully with such Demand, including by furnishing such information within such reasonable period of time as may be determined by the Ethics Officer. Any interview shall be at a time and place to be determined by the Ethics Officer and the Director or Committee Member shall be given reasonable notice in writing of the requirement to attend. Interviews may be recorded and/or transcribed and the Director or Committee Member shall be entitled to have legal counsel and an interpreter present. The Ethics Officer will use such information only for purposes of enforcement of this Code of Conduct and will keep it strictly confidential, save to the extent disclosure is necessary for such enforcement, is expressly permitted under this Code of Conduct, or is required by law.
- 2.5. If the Ethics Officer believes that the incident(s) in question could involve a criminal offence, they may report it to the appropriate authorities. They may then conduct their own investigation in conjunction with those authorities, and/or they may share information obtained in such investigation with them. They shall have discretion, where deemed appropriate, to stay their own investigation pending the outcome of investigations being conducted by other relevant authorities.
- 2.6. Where the Ethics Officer determines that there is a case to answer, they shall refer the matter to the Cricket Discipline Committee (CDC) Chair for action under and in accordance with the CDC Regulations, for which purposes the relevant CDC Disciplinary Panel shall have the power to impose any one or more of the following sanctions:
 - a) caution as to future conduct;
 - b) reprimand;
 - c) fine without limit;
 - d) suspension or removal from the Board and/or any Board committee; and
 - e) suspension or removal from any paid or unpaid ECB post.
- 2.7. Each Director and Committee Member shall be deemed to have agreed, for the purposes of applicable data protection laws and other laws, for the purposes of a waiver or rights to confidentiality and/or privacy, and for all other purposes, to have consented to the collection, processing, disclosure or any other use authorised under this Code of Conduct of information relating to their activities (including but not limited to telephone records, bank statements, internet service records and other personal information). They shall confirm such agreement in writing upon request.



3. General

- 3.1. If any part of this Code of Conduct is ruled to be invalid, unenforceable or illegal for any reason, that part will be deemed deleted, and the rest of this Code of Conduct will remain in full force and effect.
- 3.2. This Code of Conduct is governed by English law. If any dispute arises that relates in any way to the interpretation or application of this Code of Conduct, the CDC shall have exclusive jurisdiction to resolve it.
- 3.3. This Code of Conduct is owned by the company secretary and requires Board reviewal every two years.