



Ice Hockey New South Wales Board of Directors Code of Conduct

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1 Introduction

- 1.1 This Code of Conduct outlines the ethical principles, responsibilities, and behaviour expectations for the members of the Board of Directors of Ice Hockey New South Wales (IHNSW, Ice Hockey NSW).
- 1.2 The Code is designed to ensure that all directors perform their duties with integrity, accountability, and respect for the organisation's mission, values, and governance framework.

2 Abiding by Ice Hockey New South Wales and Ice Hockey Australia Policies and Integrity Commitments

- 2.1 The Board of Directors of Ice Hockey NSW commits to abiding by all applicable policies and codes of conduct established by IHNSW and Ice Hockey Australia (IHA), including but not limited to, policies on *Conflict of Interest*, *National Integrity Framework* and *Child Safeguarding*.
- 2.2 The Board ensures that all Directors are familiar with and adhere to these policies in their roles, supporting IHNSW in maintaining its reputation for professionalism and ethical conduct.
- 2.3 The Board will actively promote the principles of integrity, fairness, and transparency, and will not engage in any conduct that undermines the commitment of IHNSW and IHA to foster a safe and inclusive environment for all participants in the sport.

3 Responsibilities of Board Members

- 3.1 Directors of Ice Hockey NSW are responsible for the governance and strategic direction of the organisation, as outlined in the *Board Charter*.
- 3.2 Directors must uphold and promote the values of the Ice Hockey NSW and act in a manner that supports the achievement of Ice Hockey NSW's mission and objectives.

4 Standards of Conduct

- 4.1 *Integrity and Accountability*
 - 4.1.1 Directors must act honestly, ethically, and with integrity in all matters related to the governance of Ice Hockey NSW.
 - 4.1.2 Directors must always act in the best interests of Ice Hockey NSW, ensuring that decisions are made based on objective considerations and not influenced by personal interests.
 - 4.1.3 Directors must ensure that their actions are transparent, and they must be accountable for their decisions and the outcomes of those decisions.
- 4.2 *Confidentiality*
 - 4.2.1 Directors must respect the confidentiality of all proprietary and sensitive information acquired during their tenure as a director.
 - 4.2.2 Confidential information should only be disclosed as authorised or required by law and should not be used for personal gain or to the detriment of Ice Hockey NSW.

4.3 *Conflicts of Interest*

- 4.3.1 Directors must declare any personal or financial interests that could conflict with their duties to Ice Hockey NSW.
- 4.3.2 Directors are expected to avoid situations where personal or professional interests could impair, or could be perceived to impair, their ability to act in the best interests of Ice Hockey NSW.
- 4.3.3 Any potential conflicts of interest must be disclosed promptly to the Board, and the Director must refrain from participating in any discussion or decision-making process related to the conflict.

4.4 *Respect and Professionalism*

- 4.4.1 Directors must treat fellow Board members, staff, volunteers, and stakeholders with respect, dignity, and courtesy at all times.
- 4.4.2 Directors should promote constructive dialogue, open communication, and collaborative working relationships, both within the Board and with external partners.
- 4.4.3 Directors are expected to participate actively and thoughtfully in Board meetings and decision-making processes.

4.5 *Compliance with Laws and Policies*

- 4.5.1 Directors must comply with all applicable laws, regulations, and governance requirements, including those outlined in the *Board Charter*, the *Constitution of Ice Hockey NSW*, and other relevant legislation.
- 4.5.2 Directors must ensure that their actions align with Ice Hockey NSW's policies, including those on governance, ethics, and financial management.

4.6 *Leadership and Strategic Oversight*

- 4.6.1 Directors are responsible for providing strategic direction and oversight of the Ice Hockey NSW management.
- 4.6.2 Directors must actively engage in developing and reviewing Ice Hockey NSW's mission, vision, and strategic goals.
- 4.6.3 Directors must assess the effectiveness of the Executive Officer, ensuring that Ice Hockey NSW objectives are met in accordance with the policies and strategic direction set by the Board.

5 Ethical Decision-Making

- 5.1 Directors must make decisions based on ethical principles and fairness, even when faced with challenging situations.
- 5.2 Directors should always consider the long-term impact of their decisions on Ice Hockey NSW, its stakeholders, and the broader community.
- 5.3 When making decisions, Directors should balance the needs of Ice Hockey NSW with those of its members, affiliated clubs, players, and the community.

6 Respect for Governance Structures

- 6.1 Directors must adhere to the governance structure outlined in the Board Charter, ensuring that they respect the roles and responsibilities of the President, Board members, and the Executive Officer.
- 6.2 Directors should support and contribute to the Board's efforts to continuously evaluate and improve the governance processes and the effectiveness of the Board itself.

7 Reporting Violations

- 7.1 Directors are encouraged to report any violations of this Code of Conduct to the Chair of the Board or an appropriate designated officer.
- 7.2 Ice Hockey NSW will take appropriate actions to investigate and address any breaches of this Code, including, but not limited to, suspension or removal of a Director from the Board in accordance with the *Constitution* and governance procedures.

8 Director's Commitment

- 8.1 By accepting their appointment, each director acknowledges their commitment to upholding this Code of Conduct and to fulfilling their role in a manner that promotes the integrity, reputation, and success of Ice Hockey NSW.
- 8.2 Each director agrees to complete a recognised governance course within **30 days** of accepting their board position, to enhance their understanding of governance responsibilities and to contribute effectively to the Board's operations.
- 8.3 Each director agrees to annually review their commitment to this Code and to participate in any performance evaluations conducted by the Board.

9 Reporting Misconduct or Violations

- 9.1 The Board is committed to maintaining a high standard of ethical behaviour and integrity. If any director, staff member, or affiliated individual believes that a Board member has violated the Code of Conduct, the following steps should be taken:
 - 9.1.1 *Reporting Process*
 - 9.1.1.1 *Internal Reporting*: Any concerns regarding misconduct or breaches of the Code of Conduct should be reported immediately to the President of the Board or the designated Executive Officer, in writing or during a formal meeting.
 - 9.1.1.2 *External Reporting (if necessary)*: If the concern involves the President or cannot be addressed internally, concerns may be escalated to Ice Hockey New South Wales (IHNSW) or Ice Hockey Australia (IHA). Individuals may also contact external authorities if the matter involves illegal conduct or serious breaches of integrity.
 - 9.1.2 *Confidentiality*: Reports will be handled with strict confidentiality to protect all parties involved. Retaliation against individuals who report misconduct in good faith will not be tolerated.
 - 9.1.3 *Investigation and Outcome*: Once a report is made, the Board will review the concern and take appropriate steps to investigate. Following the investigation, appropriate disciplinary actions may be taken, which could include censure, suspension, or removal from the Board.
 - 9.1.4 *Protection Against Retaliation*

The Board ensures that no director or individual will face retaliation for reporting concerns about misconduct or violations of this Code.

10 Definitions

Board: The group of individuals elected or appointed to oversee the governance and strategic direction of Ice Hockey NSW. This includes all Directors and the President.

Director: A member of the Board of Directors of Ice Hockey NSW who is appointed in accordance with the organisations Constitution.

Conflict of Interest: A situation where a Director's personal interests, relationships, or activities may interfere or appear to interfere with their ability to act in the best interests of Ice Hockey NSW.

Executive Officer: The individual responsible for the day-to-day management and administration of Ice Hockey NSW, to whom the Board delegates authority for operations.

Good Governance: The process by which the Board ensures the effective management, accountability, and transparency of Ice Hockey NSW, with a focus on making decisions in the best interests of the organisation and its stakeholders.

Independent Director: A Director who is free from any interest, position, or relationship that could materially interfere with their ability to act in the best interests of Ice Hockey NSW.

Ice Hockey Australia (IHA): The national governing body for ice hockey in Australia, responsible for the development, regulation, and promotion of the sport across all levels.

Ice Hockey Australia National Integrity Framework: A set of policies and procedures developed by Ice Hockey Australia to ensure the integrity of the sport, covering areas such as anti-doping, discrimination, harassment, and safeguarding.

Ice Hockey New South Wales (Ice Hockey NSW, IHNSW): The state governing body for ice hockey in New South Wales, responsible for promoting, developing, and managing the sport within the state, including the regulation of affiliated clubs and players.

Governance Course: A recognised educational program designed to enhance the skills, knowledge, and competencies of directors in areas such as corporate governance, compliance, and risk management.

Code of Conduct: The set of ethical principles and rules of behaviour expected from Directors in their conduct and decision-making, in line with the values and objectives of Ice Hockey NSW.

Confidential Information: Any information acquired by a Director during their term that is not publicly available and is related to the operations, financial matters, or strategic direction of Ice Hockey NSW.

Ethical Standards: The moral principles governing the behaviour of Directors, including integrity, accountability, fairness, and respect for others.

Board Meeting: A formal meeting of the Board of Directors where decisions are made regarding the governance and strategic direction of Ice Hockey NSW.

Whistleblower: A person, typically an employee or Board member, who reports misconduct or unethical behaviour within Ice Hockey NSW, protected from retaliation for such actions.

Performance Evaluation: A process by which the performance of the Board and individual Directors is reviewed and assessed to ensure effective governance and accountability.

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