



Applying for Membership of Sport Resolutions National Panel

Selection Criteria 2024

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Introduction

A key objective of Sport Resolutions' commitment to a strategic policy of continuous improvement is the establishment and maintenance of a well-balanced and diverse panel which is fit for purpose across the board in terms of:

- Experience that matches the range of services to be offered by Sport Resolutions in the short, medium, and long-term.
- Equality, Diversity, and Inclusion; and
- Support for Sport Resolutions, its mission, objectives, and strategy.

The Panel Selection Criteria (“the Criteria”) provide the Panel Appointments and Review Committee (“PARC”) with the means to assess and evaluate applications by individuals for membership of Sport Resolutions Panels in a fair and consistent manner, capable of withstanding the test of external audit.

The Panel and Appointments Review Committee (“PARC”) is a sub-committee of the Board of Sport Resolutions, and its purpose is to approve various panels by considering applications against stated criteria

The Criteria enable the PARC:

- To set a benchmark against which all applications for Panel Membership are assessed.
- To appraise each application objectively on its own merits and in the context of the wider objectives of Sport Resolutions.
- To establish and maintain a consistent, open, and transparent procedure of assessment so that prospective applicants are aware of the standards that they will be required to meet and sustain; and
- To ensure that any member of the Sport Resolutions Panel can be appointed to

individual cases with confidence that the individual is suitably qualified and will enhance Sport Resolutions' reputation in the marketplace.

B. Panel Structure

The Panel is divided into two main classes, 1) Arbitrator and 2) Mediator, and includes stand-alone thematic panels such as the National Anti-Doping Panel and the National Safeguarding Panel.

i. Panel of Arbitrators

The Panel of Arbitrators is maintained to identify and appoint individuals with the requisite experience to sit on anti-doping, safeguarding, disciplinary, athlete selection, eligibility and other regulatory hearings, reviews and investigations and/or any other sport tribunal. Arbitrators may also be approached to contribute to Sport Resolutions' training, seminar and webinar programme.

The Arbitrator class is further divided into two categories: **Legal Member and Specialist Member**. Legal Members are appointed to chair hearings, lead reviews and give Advisory Opinions. Specialist Members are appointed as tribunal wing members, to undertake investigations and to contribute to independent reviews and assessments.

Arbitrators are also assigned to thematic panels or groups covering various areas in which Sport Resolutions receives case referrals, including the National Anti-Doping Panel (NADP) and National Safeguarding Panel (NSP):

a) National Anti-Doping Panel (NADP)

The NADP is the centralised tribunal which adjudicates on anti-doping matters in sport arising in the United Kingdom. Sport Resolutions has operated the service since April 2008 under a service level agreement with the Department for Digital Culture Media and Sport. The NADP operates under its own procedural rules and hears between 10 and 35 cases each year. A President is appointed as judicial head of the NADP, along with Legal and Specialist members.

b) National Safeguarding Panel (NSP)

The NSP adjudicates on safeguarding matters in sport in the United Kingdom. It also provides an investigation and review service and a forensic risk assessment service of an individual's suitability to work with children, young people and adults at risk. The NSP was established by Sport Resolutions with the support of the National Society for the Prevention of Cruelty to Children (NSPCC). The NSP operates under its own procedural rules and investigations framework. A President is appointed as

head of the NSP, along with Legal and Specialist members. Specialist members are appointed to fulfil one of three distinct roles: either (i) wing members of safeguarding tribunals, or (ii) investigators or (iii) forensic risk assessors.

ii) **Panel of Mediators**

The Panel of Mediators is maintained to identify and appoint individuals with the requisite experience to act as mediator in any dispute referred to Sport Resolutions where mediation has been identified and agreed by the parties as the most appropriate form of alternative dispute resolution. Mediators may also be approached to contribute to Sport Resolutions training and seminar programme.

C. Selection Criteria

The following general criteria apply to the appointment of members to all Sport Resolutions National Panels:

- Principal professional practice/residence is in the United Kingdom.
- Interest in sport and knowledge of the structure of sport in the United Kingdom.
- Members of the Panels are required to have recent experience in at least two of the following areas: anti-doping, safeguarding, athlete welfare, athlete selection, eligibility, corporate governance, sport disciplinary procedures, integrity issues in sport, commercial contracts in sport, employment and discrimination or any other area identified by Sport Resolutions as targets for service provision in accordance with its objectives as notified from time to time. Exceptions to this requirement may be made for candidates with highly specialised skill sets relevant to Sport Resolutions' work (e.g. scientists, accountants).
- Members are expected to support Sport Resolutions in its objective of providing an independent service for the fair, speedy and effective resolution of sports disputes in the United Kingdom.
- Panel Members are not required to make any fixed time commitment beyond making reasonable efforts to make themselves available if requested to sit.
- Panel Members are required to adhere to a standard [Code of Conduct](#) and to agree that any complaints made by a party, which do not relate to the outcome of a dispute resolution process, will be dealt with under the Sport Resolutions Complaints Policy and Process.
- Panel Members are required to adhere to [Sport Resolutions Safeguarding and Adults at Risk policies](#).

Appointment to the Panels is for a period to be specified by the PARC and notified to the Panel Member. PARC reserves the right to review Panel Membership and/or categories of Panel Membership from time to time.

C1. Criteria for Appointment to the Panel of Arbitrators – Legal Members List

The Panel of Arbitrators and Legal Member List is maintained to identify and appoint individuals with the requisite experience to chair or lead anti-doping, safeguarding, disciplinary, athlete selection, eligibility and other regulatory hearings, reviews and investigations and/or any tribunal which has the power to make decisions restricting participation in sport, commercial activities, funding etc. The Criteria for appointment include but are not restricted to:

- Judge, barrister, solicitor or accredited arbitrator.
- A minimum of seven years' post qualifying legal or arbitration experience.
- Recent experience of chairing no fewer than ten tribunals, reviews, investigations or similar; subject to the right of PARC to waive/amend these requirements in exceptional circumstances.
- Recent experience of sitting as a member of a disciplinary, arbitration or appeals panel in sport on no fewer than five occasions; subject to the right of PARC to waive/amend these requirements in exceptional circumstances.
- Demonstration of an active participation in sport as part of a legal practice and/or by means of involvement as an official, published author on sporting topics, participant in lectures/seminars etc. Participation in sport socially will not be sufficient to satisfy this requirement.
- Demonstration of an active participation in sport as part of a legal practice and/or by means of involvement as an official, published author on sporting topics, participant in lectures/seminars etc. Participation in sport socially will not be sufficient to satisfy this requirement.
- An expressed commitment to complete a minimum of eight hours of relevant continued professional development training each year and to provide evidence of completion of such training to Sport Resolutions if requested to do so.
- Applications will also be measured against current and potential Sport Resolutions' needs so as to fill gaps in experience and/or geographical representation and/or to meet diversity requirements, and/or anticipate trends.
- Additional criteria will also be applied from time to time when appointing to specific panels such as the National Anti-Doping Panel, National Safeguarding Panel or other specialist panels that Sport Resolutions may establish from time to time.

PARC may require applicants for appointment to the Panel of Arbitrators to interview or provide suitable references as part of the application process in order to enable PARC to

assess properly and fairly the full range of skills that the applicant has to offer.

C2. Criteria for Appointment to the Panel of Arbitrators - Specialist Member List

The Panel of Arbitrators, Specialist Members List, is maintained to identify and appoint individuals with the requisite experience to sit as wing members in anti-doping, safeguarding, disciplinary, athlete selection, eligibility and other regulatory hearings or sport tribunals. Those with relevant skill sets may also be appointed to conduct investigations or risk assessments.

The Criteria for appointment include, but are not restricted to:

- A nationally recognised professional qualification requiring expertise and skills in either law, accountancy, anti-doping, science, safeguarding, policing, social work, psychology, offender management; and/or
- Involvement at a national or international level in a sport or sports organisation as an administrator, competitor, coach, official, sponsor, or adviser, published author on sporting topics, participant in lectures/seminars etc. Participation in sport socially will not be sufficient to satisfy this requirement; and/or
- Experience of sitting as a member of, or as an independent adviser/expert to, tribunals or an involvement as a wing member in commercial arbitrations; and/or
- Experience of undertaking relevant investigations, reviews, or risk assessment.
- An expressed commitment to complete a minimum of four hours of relevant continued professional development training each year and to provide evidence of completion of such training to Sport Resolutions if requested to do so.
- Applications will also be measured against current and potential Sport Resolutions needs so as to fill gaps in experience and/or geographical representation and/or to meet diversity requirements, and/or anticipate trends.
- Additional criteria will also be applied from time to time when appointing to specific panels such as the National Anti-Doping Panel or National Safeguarding Panel.

C3. National Anti-Doping Panel - Legal Member

Role Overview

Legal Members will be appointed by the NADP President to chair specific anti-doping tribunals in accordance with the applicable anti-doping rules and the procedural rules of the NADP. Legal Members will chair first instance tribunals or appeal hearings each year, either alone or as part of a panel of three. Hearings are held within 40 days of referral to the NADP, or later with the consent of the parties, and written decisions finalised within 15 working days of the hearing. Legal Members are responsible for the conduct and case management of the tribunal with the support of the NADP Secretariat. Legal Members

are also responsible for writing and agreeing a reasoned decision with other panel members which is then scrutinised by the President prior to publication.

Specific Responsibilities

- To be available for appointment to chair anti-doping tribunals sitting alone or as part of a panel of three.
- To liaise with the NADP Secretariat to ensure that tribunal proceedings are heard as quickly and efficiently as possible.
- To prepare for hearings by reading and assimilating papers before the tribunal or appeal commences, including the study of written documents and reports.
- To issue directions and control the manner in which cases are conducted in accordance with the applicable anti-doping rules and the Procedural Rules of the NADP.
- To ensure a fair process and fair hearing is provided and parties, whether present or represented, and that they are able to present their case as fully and as fairly as possible, including, where appropriate, taking the initiative at the hearing, to ensure that all relevant matters are covered, whether specifically raised by the parties or not.
- To decide on issues of law and procedure which may arise during a tribunal.
- To decide cases by finding facts, applying the relevant Rules to them and giving a reasoned written decision within timetables laid down in NADP Rules.
- To contribute to on-going review of the NADP Rules by liaising with the President, Secretariat and other NADP members.
- To participate in induction and on-going training as required by Sport Resolutions and the President (usually held twice a year).
- To keep abreast of legal developments in anti-doping across the world.
- Remain alive to the potential for conflict and bias, both real and perceived, and declare any concern at the earliest time.

Selection Criteria

- Principal professional practice/residence is in the United Kingdom.
- Solicitor, Barrister, Judge or Qualified Arbitrator of seven years standing.
- Recent and extensive experience of chairing sport tribunals and/or appearing before them on a regular basis.
- Recent experience of writing reasoned decisions and judgments,
- An understanding and appreciation of the unique relationships between participants in sport and sporting organisations.
- Expertise in anti-doping and in the application of the World Anti-Doping Code and UK Anti-Doping Rules.
- Knowledge and understanding of the International Standards published by WADA.

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- Able and willing to be available to accept appointments which allow cases to be heard within 40 days of appointment.
- Able and willing to commit to chairing at least two tribunals per year
- Willing to give an undertaking not to accept any appointments, paid or unpaid, to UKAD or to enter into the employment or act as a decision maker on the governing board of any body with responsibility for anti-doping in sport.
- Willing to give an undertaking not to accept other appointments or instructions in relation to any anti-doping issue which may fall within the jurisdiction of the NADP or relate to any of its decisions.

C4. National Anti-Doping Panel - Specialist member Role

Profile

Specialist Members will be appointed by the NADP President to provide tribunals with additional knowledge and experience in high performance sport, sports medicine or sports science as and when required by specific cases. Specialist Members will normally sit alongside a second Specialist Member and a legally qualified Chair as part of a three-person panel.

Specific Responsibilities

- To be available to sit on anti-doping tribunals, normally as one of two Specialist Members, sitting alongside a legally qualified Chair.
- To prepare for hearings by reading and assimilating papers before the tribunal or appeal commences, including the study of written documents and reports.
- To contribute to a reasoned written decision under the guidance of the Chair.
- Contribute to the review of the NADP Rules by liaising with the President, Secretariat and other NADP members.
- To participate in induction and on-going training as required by the NADP (normally held twice per year).

Selection Criteria

- Principal professional practice/residence is in the United Kingdom.
- A nationally recognised professional qualification requiring expertise and skills relevant to anti-doping (including, but not restricted to, chemistry, pharmacology, medicine, psychiatry, and physiological qualifications); or
- 10 years' involvement at a national or international level in high performance sport as a past or present administrator, competitor, coach, official, or other similar capacity.
- An understanding and appreciation of the unique relationships between participants in sport and sporting organisations.

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- Able and willing to be available to accept appointments which allow cases to be heard within 40 days of appointment.
- Willing to give an undertaking not to accept any appointments, whether paid or unpaid, to UK Anti-Doping or to enter into the employment or act as a decision maker on the governing board of any body with responsibility for anti-doping in sport in the UK.
- Willing to give an undertaking not to accept other appointments or instructions in relation to any anti-doping issue which may fall within the jurisdiction of the NADP or relate to any of its decisions.
- Willing to give an undertaking not to represent any party or National Governing Body in relation to any doping issue, which may fall within the jurisdiction of NADP or relate to any of its decisions, during your period of appointment.
- Willing to give an undertaking not to accept an appointment to sit as an Arbitrator for the Court of Arbitration for Sport in appeals against decisions made by the NADP.
- Willing to give an undertaking not to provide expert evidence, advice or opinion in any non-NADP anti-doping matter or at a non-NADP Tribunal, including the CAS.

Additionally, the following criteria are desirable:

- Experience of sitting as a member of, or independent adviser to tribunals.
- Expertise in anti-doping and/or familiarity with the application of the World Anti-Doping Code and UK Anti-Doping Rules.

C5. National Safeguarding Panel - Legal member

Role overview

Legal members shall be appointed to chair NSP Tribunals. The Tribunal's role is to assess risk, actual or potential, in the context of the duty of sport governing bodies to protect and safeguard children, young people, and adults at risk. The aim of such appointments is to improve the quality and consistency of decision making in respect of safeguarding concerns arising in the sports context.

Specific Responsibilities

- To be available for appointment to NGB tribunals and panels, to make decisions in respect of concerns about staff or volunteers' performance, capability or conduct in working with children, young people, or adults at risk.
- To prepare for hearings by reading and assimilating papers before the tribunal or appeal commences, including the study of written documents and reports.
- To issue directions and control the manner in which cases are conducted in accordance with the relevant rules and procedures.
- To ensure that the tribunal is conducted in an impartial, fair, calm and transparent manner.

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- To ensure that parties are able to present their case for consideration, as fully and as fairly as possible, including, where appropriate, taking the initiative at the hearing, to ensure that all relevant matters are covered, whether specifically raised by the parties or not.
- To ensure that witnesses and parties are supported in giving evidence with particular attention to children and other vulnerable individuals who may be witnesses of abuse, giving consideration to special measures.
- To decide on issues of law and procedure which may arise during a tribunal.
- To work collaboratively with other tribunal members to decide cases by finding facts, applying the relevant rules and giving a reasoned written decision.
- To contribute to the development of, and keep abreast of, best practice in safeguarding in sport.

Selection Criteria

- Principal professional practice/residence is in the United Kingdom.
- Judge, barrister, solicitor or arbitrator of seven years standing.
- Recent experience of chairing tribunals, panels or case management groups which have powers to decide on the suitability of individuals to work with children, young people or vulnerable adults.
- Knowledge of employment law and other relevant legislation which concerns equality, disability discrimination, human rights law, and the safeguarding of vulnerable groups.
- Knowledge of best practice in conducting disciplinary proceedings and in particular those of sports governing bodies.
- An understanding and appreciation of the support required for vulnerable witnesses and those accused of unsafe practice in working with children, young people and adults at risk.
- An understanding and appreciation of the impact which abusive behaviour can have on children, young people and adults including the additional vulnerability to abuse of some young people and the impact of peer abuse.
- An understanding and appreciation of behaviour which is indicative of 'grooming' with the intention to abuse a child.

C6. National Safeguarding Panel - Specialist member

Role Profile

Specialist members shall be appointed to sit on NSP Tribunals. The Tribunal's role is to assess risk, actual or potential, in the context of the duty of sport governing bodies to protect and safeguard children, young people, and adults at risk. The aim of such

appointments is to improve the quality and consistency of decision making in respect of safeguarding concerns arising in the sports context.

Specific Responsibilities

- To be available for appointment to NGB tribunals to make decisions in respect of concerns about staff or volunteer's performance, capability or conduct in working with children and/or young people; and/or
- To be available for appointment to undertake reviews or investigations arising from NGB concerns about staff or volunteer's performance, capability or conduct in respect of their work with children and/or young people; and/or
- To be available to undertake independent risk assessments of individuals' suitability to work with children, young people, and adults at risk.
- To prepare thoroughly by reading and assimilating relevant papers and reports.
- To impartially evaluate and/or gather evidence and information to assist in establishing the true facts.
- To cross examine and/or interview witnesses as required.
- To contribute to a reasoned written decision under the guidance of the chair; and/or
- To prepare written investigation/risk assessment reports.
- To contribute to the development of, and keep abreast of, best practice in safeguarding in sport.

Selection Criteria

- Principal professional practice/residence is in the United Kingdom.
- A nationally recognised professional qualification requiring expertise and skills in the safeguarding of children or adults, and/or management of offenders and risk; and/or
- A minimum of five years' experience of working in a safeguarding role.
- Recent experience of sitting on safeguarding tribunals, panels or case management groups which have powers to decide on the suitability of individuals to work with children, young people, and adults at risk; and/or
- Recent experience of undertaking investigations and of compiling reports into safeguarding concerns and complaints; and/or
- Recent experience of undertaking forensic risk assessments of individuals' suitability to work with children, young people and adults at risk.
- A basic knowledge of employment law and other relevant legislation which concerns equality, disability discrimination, human rights law, and the safeguarding of children and adults at risk.
- An understanding and appreciation of the impact which abusive or discriminatory behaviour can have on children and young people including the additional vulnerability to abuse of some young people.
- An understanding and appreciation of behaviour which is indicative of 'grooming' with

the intention to abuse a child.

- An understanding and appreciation of the support required for vulnerable witnesses and those accused of unsafe practice in work with children and young people.
- Ability to work alongside other professionals including the legal profession, the police and social workers.
- Ability to assess and analyse a variety of evidence both written and in other forms.
- Knowledge of best practice in conducting disciplinary proceedings and in particular those of sports governing bodies and/or
- Knowledge of best practice in undertaking statutory investigations, including the Interviewing of adult and child witnesses and the recording of statements and/or
- Knowledge of best practice in undertaking forensic risk assessments of individuals' suitability to work with children, young people and adults with care and support needs.
- Investigators shall be in possession of a Disclosure & Barring Service (DBS) enhanced certificate.

C7. Criteria for Appointment to the Panel of Mediators

The Panel of Mediators is maintained to identify and appoint individuals with the requisite experience to act as mediator in any dispute referred to Sport Resolutions where mediation has been identified and agreed by the parties as the most appropriate form of alternative dispute resolution. The Criteria for appointment include but are not restricted to:

- Evidence of successful completion of formal training with a nationally recognised mediation training body, evidenced by the award of the training body's certificate of accreditation. Acceptance of qualification from a mediation training body as satisfying this criterion will be solely at the discretion of PARC; and
- Current registration with a nationally recognised mediation body, accepted as such solely at the discretion of PARC; and
- Recent experience of having concluded no fewer than ten mediations as sole mediator to be supported by a minimum of two positive references to be obtained by the applicant, subject to the right of PARC to waive/amend these requirements.
- Evidence of active participation in, or experience of, sport as part of professional practice is not essential, but is desirable.
- Evidence of compliance with the continuing professional development obligations of the applicant's professional body.
- An expressed commitment to complete a minimum of eight hours of relevant continued professional development training each year and to provide evidence of completion of such training to Sport Resolutions if requested to do so.
- Applications will also need to be measured against current and potential Sport Resolutions needs so as to fill gaps in experience and/or geographical spread and/or to meet diversity requirements, and/or anticipate trends.

D. Application Process

The Panel is reviewed at regular intervals (usually every three years) which normally coincides with the end of a fixed period of appointment of Members. At this point existing Members may be invited to apply to continue as a Member of the Panel. New applications are also encouraged from suitably qualified and experienced individuals through a process of open and targeted advertising. Applications for membership outside of a panel review period will only be considered from exceptional individuals who offer unique skills, experience and diversity that is not provided for by the existing Panel.

D1. Applications

All applicants will be required to provide the following documents in support of their application:

- Completion of all sections of the Sport Resolutions online application form.
- A sport-specific CV, demonstrating clearly that the applicant meets both the general criteria and the criteria for the category of Panel Membership for which application is being made;
- A cover letter, detailing your suitability for the role, reasons for wanting to join the panel, and how you meet the selection criteria.
- Contact details for two referees to support the application. Sport Resolutions may approach the referees for references prior to the application being submitted for consideration by the PARC. Provision of the contact details is evidence of consent of the applicant to the request for a reference being made.
- A copy of the relevant accreditation certificate and, in the case of Mediators only, evidence of registration with a nationally recognised mediation body.
- Legal and other professional panel members, other than lay specialist members, are required to provide evidence of current professional indemnity insurance cover applicable to the work to be carried out under the auspices of Sport Resolutions, subject to the right of PARC to waive/amend these requirements.
- Applicants may be required to undergo additional recruitment and selection checks prior to making appointments in the area of safeguarding.

D2. Equality Monitoring

Equality monitoring is undertaken to assess and report upon the equality and diversity of our panels. This assists us in identifying gaps and developing strategies in order to

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increase the diversity of our Panels. We therefore request that all applicants complete the equality, diversity and inclusion section of the online form.

E. Sport Resolutions Secretariat Contact Details

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