

**Sport England Safeguarding Case Management Programme (the “SCMP”)
SCMP Legal Advice Service (the “Service”)
Terms of Reference**

Service Background

With the support of Sport England, and the National Lottery, Sport Resolutions is providing case management assistance to National Governing Bodies (NGBs) in relation to safeguarding matters.

The support provided through the SCMP to the NGBs is:

Service 1 - Initial advice and assistance following a referral or disclosure,

Service 2 - Investigations, and

Service 3 - Provision of independent first instance and appeal panels.

Purpose & Scope

The purpose of the Service is to provide the NGBs participating in the SCMP with expert legal assistance in preparing for and/or attendance at safeguarding disciplinary hearings administered by Sport Resolutions under Service 3. A fixed rate fee will apply save for in exceptional circumstances when a request may be made for pro bono assistance.

Assistance may include giving general advice, bundle creation, hearing preparation and/or representation at safeguarding hearings. This list is non-exhaustive.

Membership and Composition

The Service will be composed of Law Firms, Barristers’ Chambers and other legal service providers appointed by the Panel Appointment and Review Committee (“PARC”), a sub-committee of the Board of Sport Resolutions, in accordance with the appointment criteria. If appointed, a service member need only consider a request for assistance – there is no compulsion on the part of any service member to accept any request, however, if a request is accepted it will be subject to the terms of these Terms of Reference. Service membership is not a guarantee of work.

Terms

Appointment to the Service is for a period to be specified by the PARC and notified to the service member. The PARC reserves the right to review Service Membership from time to time.

Criteria for Appointment

- Principle professional practice/residence is in the United Kingdom
- Interest in sport and knowledge of the structure of sport in the United Kingdom
- Experience of safeguarding and the principles that surround it
- Experience of disciplinary processes and preparation for and attendance at hearings
- Must be prepared to assist the National Governing Bodies at the agreed fixed rate
- Barristers must be direct access qualified
- Service Members are not required to make any fixed time commitment but must make reasonable efforts to be available to provide support when asked to do so. All referrals must be via Sport Resolutions.

Next Steps

Expressions of interest to join the Service should be made via email to panels@sportresolutions.com by **10th June 2022**.

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Sport Resolutions is the trading name of Sports Dispute Resolution Panel Limited

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