

This Code of Practice outlines the core values and professional standards that should underpin the role of a Music Manager and can be used as a framework for accountability. They are not in any particular order of importance, each has equal weight. The accompanying Complaints and Disputes Document sets out a mechanism to investigate any allegations of breach.

Music Managers should at all times and to the best of their ability:

1. Protect and promote the interests of their clients to the highest possible standard, devoting sufficient time so as to properly fulfil requirements and duties;
2. Be committed (and duty bound) to absolute transparency in all contractual and financial business dealings that concern their client;
3. Encourage having a written agreement in place between themselves and their client, recommending the artist seeks and receives independent legal advice before signing;
4. Before entering into a management relationship with an artist, make all reasonable efforts to confirm that the artist has fulfilled their legal obligations to the previous manager, if applicable and, if possible, assist them in doing so;
5. Not act in any fashion which is detrimental to their clients' interests and conduct themselves in a manner which is professional and ethical, and which abides by best business practices, complying with (and keeping abreast of) all relevant laws and legislation to the best of their ability; including legal frameworks that govern working with minors such as obtaining DBS checks, and anti-discrimination laws such as the 2010 UK Equalities Act.
6. Not engage in any acts of sexual harassment including unwanted, unwelcome or uninvited behaviour of a sexual nature, which makes a person feel offended, humiliated or intimidated. Complaints may be referred to the Creative UK Independent Standards Authority or appropriate law enforcement.
7. Make reasonable efforts to address any issues around mental health and wellbeing (including issues such as substance abuse) for both the artist they represent and themselves, signposting appropriate support resources where necessary;
8. Where a manager also acts independently for the client in any other capacity (publisher, label, agent, producer etc), they shall declare such interests and recommend their client receives independent expert advice to help them determine if there is a conflict of interest. The manager should not charge an artist multiple fees or commissions on the same revenue stream, even when acting in multiple capacities, unless there are exceptional circumstances which justify doing so. If such circumstances do apply, the manager should gain the written consent of the artist (following the artist's receipt of legal advice) before applying such additional fees or commissions.
9. Where the manager has control of some or all of the client's income, ensure that that income and expenditure is recorded and managed completely separately to the private assets of the manager. Where legitimate manager expenses are charged to the client, they should be accounted to the client no later than 6 months, unless agreed otherwise. In addition, all transactions and records should be open for the inspection of the client or their appointed representative with reasonable notice;
10. Ensure that the managers share of the proceeds coming from their client's professional activity is commensurate to the level of investment the manager has provided, in time or financially.