



Governance Code for Sport On the Adoption Journey Form

Name of Sports Organisation: _____

Address: _____

Organisation type (please tick): Type A Type B Type C

Sport organisation type (please tick): National Governing Body
 Local Sports Partnership
 Other Funded Body
 Provincial/Regional/Local/Club Structure

Organisational Structure (please tick): Limited Company (e.g. LTD, DAC, CLG, PLC)
 Registered Charity
 Local Authority

Date that your Board committed to start the process
to become compliant with the principles of the Code: _____

ADOPTION JOURNEY STATEMENT

The above organisation wishes to state that from the above date, its Board has committed to starting the process as set out for its organisation type and is now on the Adoption Journey to become compliant with the principles and practices of the Governance Code outlined below.

Principle 1. Leading our organisation

We do this by:

- 1.1 Agreeing our vision, purpose, mission, values and objectives making sure that they remain relevant;
- 1.2 Developing, resourcing, monitoring and evaluating a plan so that our organisation achieves its stated purpose and objectives;
- 1.3 Managing, supporting and holding to account staff, volunteers and all who act on behalf of the organisation.

Principle 2. Exercising control over our organisation

We do this by:

- 2.1 Identifying and complying with all relevant legal and regulatory requirements;
- 2.2 Making sure there are appropriate internal financial and management controls;
- 2.3 Identifying major risks for our organisation and deciding ways of managing the risks.

Principle 3. Being transparent and accountable

We do this by:

- 3.1 Identifying those who have a legitimate interest in the work of our organisation (stakeholders) and making sure there is regular and effective communication with them about our organisation;
- 3.2 Responding to stakeholders' questions or views about the work of our organisation and how we run it;
- 3.3 Encouraging and enabling the engagement of those who benefit from our organisation in the planning and decision-making of the organisation.

Principle 4. Working effectively

We do this by:

- 4.1 Making sure that our governing body, individual board members, committees, staff and volunteers understand their: role, legal duties, and delegated responsibility for decision-making;
- 4.2 Making sure that as a board we exercise our collective responsibility through board meetings that are efficient and effective;
- 4.3 Making sure that there is suitable board recruitment, development and retirement processes.

Principle 5. Behaving with integrity

We do this by:

- 5.1 Being honest, fair and independent;
- 5.2 Understanding, declaring and managing conflicts of interest and conflicts of loyalties;
- 5.3 Protecting and promoting our organisation's reputation.

Lead Governance Contact Name: _____ (BLOCK CAPITALS)

Governance Contact Email: _____

Governance Contact Phone: _____

Chairperson name: _____ (BLOCK CAPITALS)

Signature: _____

Date of signature: _____

Secretary name: _____ (BLOCK CAPITALS)

Signature: _____

Date of signature: _____