**[LSP NAME]**

**Annual Board Assurance Statement to Sport Ireland**

**Governance Code for Sport**

**(Local Authority Local Sports Partnership)**

**PART A – Principles of the Governance Code for Sport**

**Leading our Organisation**

1. The Board of [LSP NAME], confirms that it has agreed a written statement outlining the Local Sports Partnership’s mission, values and objectives.
2. The Board confirms it has agreed a yearly work plan that sets out: objectives, timelines, targets, budget and a funding plan.
3. The Board confirms there is a monitoring and evaluation system in place for the yearly work plan.

**Exercising Control Over our Organisation**

1. The Board of [LSP NAME] confirms that it has it has satisfied itself that it complies with all relevant legal and regulatory requirements.
2. The Board confirms it is satisfied that appropriate internal financial and management controls are being complied with.

Including as follows

* 1. The Board monitors the financial position
  2. The Board signs off on the Sport Ireland Financial Template[[1]](#footnote-1)

1. The Board in conjunction with the Executive has identified risks and put a plan in place to deal with identified risks.

**Being transparent and accountable**

1. The Board has ensured that [LSP NAME]’s annual activity report is widely available and easy to access on the organisation’s website and elsewhere.

**Working Effectively**

1. The Board has ensured that all Board members and sub-committee members are familiar with the Governance Code for Sport and the Local Sports Partnership’s governing documents.
2. The Board confirms that it has reviewed in the last 12 months the way it works and identified potential improvements.
3. The Board confirms that new Board members are given a copy of the governing document, yearly work plan, policy positions, recent board minutes and this Governance Code.

**Behaving with Integrity**

1. The Board confirms that a code of conduct/guidelines for board members has been put in place that outlines the expected standards of behaviour and which includes clear guidelines on the receipt of gifts and hospitality and Board confidentiality. Board members have signed a commitment to the Code of Conduct.
2. The Board confirms that it has developed a policy on ‘conflicts of interest’ and ‘conflicts of loyalty’ and the requirements of the Governance Code for Sport in relation to conflicts of interest and loyalty are being complied with.

**PART B Assurance Statement – Exception Report**

Please provide details of any significant control issues that are likely to affect compliance with the Governance Code for Sport and/or delivery against policies, aims and objectives. If applicable, please also record reasons why the information provided in the Assurance Statement was not unanimously agreed by Board members.

**PART C Governance Code for Sport**

1. The Board of [LSP NAME] understands that adoption of the Governance Code for Sport is a key action within the Government’s National Sports Policy, and is a requirement under Sport Ireland’s Terms and Conditions of Grant Investment.

1. A core feature of the Governance Code for Sport is that it is principles based. The Board understands that adherence to the Code is on a self-assessed basis by each organisation. Each year the Board must self-assess its practices against those recommended in this Code to ensure that it is still compliant. The Board of [LSP NAME] understands that it must maintain a Compliance Record Form on file that attests and evidences the compliance with the practices of the Code.
2. The Board of [LSP NAME] confirms to Sport Ireland that the Governance Code for Sport has been adopted and is being complied with. Any areas not being complied with are listed and explained within the included [LSP NAME]’s Comply or Explain Form, last updated at a Board meeting on [INSERT DATE].

**PART D Acknowledgement of Ownership**

1. The Board of [LSP NAME] acknowledges its collective responsibility for the effective management of the organisation, including managing and monitoring the financial and other resources, key risks, and compliance with the Governance Code for Sport.
2. The responses given above were agreed by the Board of [LSP NAME] at a Board meeting on [INSERT DATE]. Any areas of contention are detailed within Part B (Exception Report) above and/or Part C (attached Comply or Explain Form).

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| Signed:  Chair, on behalf of the Board |  |
| Date: |  |

1. As per clause 6.10 in Sport Ireland’s Terms & Conditions of Grant Investment [↑](#footnote-ref-1)