



County Durham Sport (CDS) Board Working Group: Governance

Terms of Reference

Background

As part of an approach to both maximise time and opportunity for discussion of strategic issues at the CDS Board and to positively utilise the expertise of Board Members to provide greater support for the organisation moving forwards, the Board has established four sub-groups/working groups to address:

- Governance
- Business Development
- HR
- Finance

Governance Working Group - Background

As a company limited by guarantee with charitable status and as a recipient of public funds, CDS is committed to and required to meet the highest standards of integrity and organisational governance.

Whilst Sport England currently has, as part of its assessment of CSP's, 16 key criteria for good governance, it is anticipated that the "Charter for Sports Governance in the UK" will be adopted by October 2016, as the standard to be met, for all organisations in receipt of public funding.

The purpose of the working group, working alongside the Executive Manager, is proposed as follows:

- To take ownership and provide leadership on behalf of CDS, alongside the Executive Manager, with regard to the promotion and implementation of good governance principles
- To develop and implement a plan of action to ensure that CDS can:
 - o meet all 16 of Sport England's "Board Effectiveness" criteria, to enable CDS to be rated "Green", by the end of February 2017
 - o meet the proposed requirements of the "Charter for Sports Governance in the UK" prior to their introduction in 2017
- To advise the Board on matters of governance, with regard to obligations and/or actions
- To ensure that all CDS Board members are aware of their obligations with regard to good governance
- To monitor and review progress against the implementation of an/the action plan

Membership

- Two nominated / volunteer Board members, as agreed by the Board
- Executive Manager of County Durham Sport or nominated representative

Meeting frequency and Sub-group Lifespan

- Quarterly (in advance of the full Board). Additional meetings may be added in response to need
- The sub-group is seen initially as a “task-finish” group, with an initial lifespan of no greater than 12 months

Reporting to

County Durham Sport Board

Chairperson

To be confirmed by the membership of the Group, if required.

Secretariat

County Durham Sport executive team

Access to Information

- Minutes/actions circulated to:
 - o Meeting Attendees
 - o Chair of the Board
 - o Sport England (Regional Strategic Lead and/or CSP national Team, if required)