

# Resource Sheet



## Governance

Most not-for-profit organisations have two **decision-making areas**: the executive and the governance. For an organisation to function effectively each must work well and they must work well together. We recognise that there are many different types of governance used in our sector and we must necessarily generalise as we talk about governance.

People In Aid, with our specific interest in human resources, believes that the governance function has a key role in how management takes place in the organisation. Not only are they usually responsible for the Chief Executive's appointment and performance, but they also can model behaviours from which the organisation can benefit: induction, competency-based recruitment, performance management, strong leadership, communication.

This resource sheet highlights a range of websites which can provide you with information about most aspects of governance for your organisation. The list is not exhaustive and as this is our first output on governance, it is focussed almost exclusively on the English law. We will look to extent this in the future, however much of the good practice within the resource sheet can be applied internationally.

People In Aid does not recommend specific websites, publications or organisations offering services or support. Every reasonable effort has been made to ensure the accuracy of the material offered, however, we cannot be held responsible for any adverse outcome of using it or engaging the services external agencies. All contact details are correct as of June 2007.

Organisation	Description
<b>The Charity Commission</b>	Regulator and registrar for charities in England and Wales, in order to increase charities' effectiveness and public confidence and trust. Has research reports, publications, guidance and much more.
<a href="http://www.charity-commission.gov.uk">http://www.charity-commission.gov.uk</a> / 0845 300 0218	
<b>Companies House</b>	For trustees who are also company directors – guidance on roles and responsibilities of directors
<a href="http://www.companieshouse.gov.uk">http://www.companieshouse.gov.uk</a> / <a href="mailto:enquiries@companies-house.gov.uk">enquiries@companies-house.gov.uk</a> / 0870 33 33 636	
<b>Governance</b>	A website and a monthly magazine dedicated to charity governance – postal and online resources. Including many free non-subscriber resources for download.
<a href="http://www.charitygovernance.co.uk">http://www.charitygovernance.co.uk</a> / <a href="http://www.charitygovernance.co.uk/news/free_features/index.asp">http://www.charitygovernance.co.uk/news/free_features/index.asp</a> <a href="mailto:info@charitygovernance.co.uk">info@charitygovernance.co.uk</a> / +44 (0)20 7819 1200	
<b>The Governance Hub</b>	This is a searchable website to access a whole range of resources for governance.
<a href="http://www.governancehub.org.uk">http://www.governancehub.org.uk</a> / <a href="mailto:governance.hub@ncvo-vol.org.uk">governance.hub@ncvo-vol.org.uk</a> / 0800 652 4886	
<b>Institute on Governance</b>	Canada based - Non-profit organisation promoting effective governance. Provides research and analysis, publications, advisory services, professional development, conferences, workshops and study tours, most of which are freely available on this site.
<a href="http://www.iog.ca/boardgovernance">http://www.iog.ca/boardgovernance</a> / <a href="mailto:info@iog.ca">info@iog.ca</a>	

Organisation	Description
<b>NCVO – National Council for Voluntary Organisations</b>	This is the specific area of the site dedicated to charity governance. They also have resources for sale on governance - articles, checklists, news, fact sheets, policy documents, reports and other governance resources.
<a href="http://www.ncvo-vol.org.uk/askncvo/trustee">http://www.ncvo-vol.org.uk/askncvo/trustee</a> / 0800 2 798 798	
<b>The Relationship Model</b>	The site has loads of governance theory and practice information as well as free articles.
<a href="http://www.relationshipmodel.com">http://www.relationshipmodel.com</a>	
<b>Trustee net</b>	Provides various free downloadable resources on governance, as well as face-to-face networking
<a href="http://www.trusteenet.org.uk/resources">http://www.trusteenet.org.uk/resources</a> / <a href="mailto:info@trusteenet.org.uk">info@trusteenet.org.uk</a> / 01483 230280	

## Useful Reading

Hind, Andrew *The Governance and Management of Charities*, 1995, NCVO Publications,  
**ISBN-10:** 0952580101 “This is a bit like the UK Charity bible”, Neil Casey, Consultant, Wild Goose Consulting

Chait, Richard P *How to help your board govern more and manage less*, 1993, NCVO Publications,  
**ISBN-10:** 092529926X. “A book written to help the chair and the CEO but very helpful for trustees to understand what is expected of them”

Stahlke, Les *Not-for-profit Governance Matters: Relationship Model of Governance, Leadership and Management*, 2006,  
**ISBN-10:** 09733685-1-9