

Appendix Hampshire County Council Corporate Governance Framework

'The International Framework: Good Governance in the Public Sector' defines 'governance' as comprising the arrangements put in place to ensure that the intended outcomes for stakeholders are defined and achieved. The framework also states that to deliver good governance in the public sector both governing bodies and individuals working for them must try to achieve their entity's objectives while acting in the public interest at all times.

Core Principles	(A) Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law	(B) Ensuring openness and comprehensive stakeholder engagement	(C) Defining outcomes in terms of sustainable economic, social, and environmental benefits	(D) Determining the interventions necessary to optimise the achievement of the intended outcomes	(E) Developing the County Council's capacity, including the capability of its leadership and the individuals within it	(F) Managing risks and performance through robust internal control and strong public financial management	(G) Implementing good practices in transparency, reporting, and audit to deliver effective accountability
Evidence of Good Governance	Code of Conduct for Members Protocol for Member Officer Relations Local Protocol on Planning, Rights of Way, Commons and Village Green Registration Member Contact Protocol Conduct Advisory Panel Officers Code of Conduct Prosecution Protocol Published Registers of Interest Declaration of Acceptance of Office Member Induction Programme Officer Induction Programme Valuing Performance Framework Chief Executive Blogs / Director Blogs for Officers Serving Hampshire - Strategic Plan 2021 to 2025 Directorate Schemes of Authorisation Executive Decision-Making Protocol Non-Executive Decision-Making Protocol Recording Office Decision Guidance Report Writing Guide Member's Grants Protocol	Serving Hampshire – end of year performance report 2022/23 Publication Scheme Open Data and Transparency Budget, spending and performance Serving Hampshire - Strategic Plan 2021 to 2025 Hampshire County Council Published meeting minutes / Decision Records Approved Members' Allowances Scheme Independent Remuneration Panel appointed Executive Decision Making Protocol Non-Executive Decision-Making Protocol Recording Officer Decision Guidance Report Writing Guide County Councillor Grants Protocol Select (Overview and Scrutiny) Committees Operating Protocol Decision Report template Legal Case Management System	Serving Hampshire - Strategic Plan 2021 to 2025 Consultations Directorate service plans Serving Hampshire – end of year performance report 2022/23 Risk Management Steering Group and subgroups (Information Governance, Resilience, Health and Safety) Corporate Risk Management System Annual risk report to Cabinet Annual report to Audit Committee Risk Management Strategy Good practice Risk Management guidance Business Continuity Service Plans and Corporate Resilience Framework Information Governance Framework Corporate Health and Safety Policy and Procedures Hampshire County Council consultation policy Communications around key decisions to share messages about priorities and use of resources	Protocol for Member Officer Relations Member Briefing Programme Chairman's briefings prior to Member meetings Executive Decision Making Protocol Non-Executive Decision-Making Protocol Recording Officer Decision Guidance Report Writing Guide County Councillor Grants Protocol Select (Overview and Scrutiny) Committees Operating Protocol Hampshire County Council Budget Consultation 2023 Hampshire County Council consultation policy Medium Term Financial Strategy Update and Savings Programme to 2025 Revenue Savings Proposal.pdf Annual Revenue Budget, Precept and Capital Programme Report Notice of Key Decisions Officer run-in timetables for formal Member Decision Days, Committees and Panels Let's go co-pro Stakeholder engagement	Partnerships are appropriately documented with effective governance arrangements. Annual Workforce Report Recruitment Policy HCC Employment Collective Agreement 2007 Organisational development plan Officer role profiles Protocol for Member Officer Relations The Constitution of Hampshire County Council Directorate Schemes of Delegation Leader and Executive Member roles are defined in the Constitution Executive Functions Corporate Management Team Member training programme as agreed by the Member Development Group Member Briefing Programme for briefings on new legislation Audit Committee Training Officer Induction Programme Member Induction Programme Valuing Performance Framework (for officers) Member Development Group	Risk Management Strategy Business Continuity Management Risk Management Steering Group Annual report to Audit Committee and Cabinet Six monthly risk reporting to Corporate Management Team Corporate Risk Register Business Continuity System Key Performance Measures in relation to the County Councils strategic plan, Serving Hampshire Serving Hampshire - Strategic Plan 2021 to 2025 Updates on progress against priorities and performance measures published in formal reports to Cabinet H2050 Vision Revalidation and mid-year review of Hampshire County Council's Serving Hampshire Strategic Plan-2023-07-18-Cabinet External Audit VFM conclusion Calendar of Meetings Notice of Key Decisions Protocol for Member Officer Relations Member Briefing Programme Chairman's Briefing	Reports requiring a Member decision published on website Published Officer decisions Serving Hampshire – end of year performance report 2022/23 Publication Scheme Open Data and Transparency Statement of Accounts and Budget Book External Audit results report Serving Hampshire - Strategic Plan 2021 to 2025 Annual Governance Statement Code of Corporate Governance Partnerships are appropriately documented with effective governance arrangements. Update Reports to Audit Committee and Corporate Management Team External Quality Assessment Internal Audit Progress Report Audit Committee appointed Annual Internal Audit Charter Regulatory inspections (e.g. Ofsted) External Auditor's opinions Updates on risk management approach and actions provided within Annual Governance Statement

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<p>Select (Overview and Scrutiny) Committees Operating Protocol</p> <p>Published meeting minutes / Decision Records</p> <p>Committee Procedures Guidance Notes</p> <p>County Council Standing Orders</p> <p>Decision Report template</p> <p>Equalities Impact Assessment guidance for officers</p> <p>Hampshire County Council consultation policy</p> <p>Report Writing Guide</p> <p>Conduct Advisory Panel Terms of Reference</p> <p>Arrangements for dealing with complaints</p> <p>Hearing Procedure</p> <p>Independent Persons appointed for Standards matters</p> <p>Corporate Anti-Fraud and Corruption Strategy</p> <p>Members' Register of Interests</p> <p>Reminders about officers' interests in contracts with the County Council</p> <p>Members' Register of Gifts and Hospitality</p> <p>Officers' Register of Gifts and Hospitality</p> <p>Whistleblowing Policy</p> <p>Customer Feedback/Complaints Process</p> <p>Annual Complaints Report from Monitoring Officer (Annual Performance Report)</p>	<p>Legal Services Lexcel Accreditation</p> <p>Protocol for Member Officer Relations</p> <p>Member Briefing Programme</p> <p>Chairman's Briefing</p> <p>Legal review of all Reports</p> <p>Calendar of Meetings</p> <p>Notice of Key Decisions</p> <p>Consultations</p> <p>Hampshire County Council Budget Consultation 2023</p> <p>Hampshire Perspectives</p> <p>Have Your Say</p> <p>Your Hampshire</p> <p>Leader's Blog</p> <p>Communications approach agreed with Leader around three themes: - Serving Hampshire - Making the most of your money - Hampshire 2050</p> <p>Partnerships are appropriately documented with effective governance arrangements</p> <p>Section 151 Officer opinion</p> <p>Published meeting minutes / Decision Records</p> <p>Equality objectives and Zero Tolerance statement</p> <p>Inclusion Strategy</p> <p>Inclusion Diversity and Wellbeing Programme</p> <p>Consultations</p> <p>Hampshire County Council consultation policy</p> <p>Joint Strategic Needs Assessment</p> <p>Budgets, Spending and Performance</p>	<p>Hampshire County Council Budget Consultation 2023</p> <p>Corporate Capital Programme Report</p> <p>Annual Revenue Budget, Precept and Capital Programme Report</p> <p>Report Writing Guide</p> <p>Executive Decision-Making Protocol</p> <p>Planning a Decision Guide</p> <p>Decision Report template</p> <p>Protocol for Member Officer Relations</p> <p>Member Briefing Programme</p> <p>Decision Reports reflect Officers' professional advice</p> <p>Medium Term Financial Strategy is clear on organisational financial challenges</p> <p>Section 151 Officer opinion</p> <p>Published meeting minutes / Decision Records</p> <p>Equality objectives and Zero Tolerance statement</p> <p>Inclusion Strategy</p> <p>Inclusion Diversity and Wellbeing Programme</p> <p>Equality Impact Assessments</p> <p>Directorate Inclusion Assessments and Inclusion Action Plans</p> <p>Directorate assessment framework for inclusion and diversity</p>	<p>Communications approach agreed with Leader around three themes: - Serving Hampshire - Making the most of your money - Hampshire 2050</p> <p>Partnerships are appropriately documented with effective governance arrangements.</p> <p>Risk Management Strategy</p> <p>Corporate Strategic Risk Register</p> <p>Directorate Project Management</p> <p>Directorate Service Plans</p> <p>Serving Hampshire - Strategic Plan 2021 to 2025</p> <p>Updates on progress against priorities and performance measures published in formal reports to Cabinet</p> <p>Mid-term review of Serving Hampshire Strategic Plan and development of new Performance Assurance Framework completed in 2023</p> <p>Directorate service reports</p> <p>Revenue Forward Budget</p> <p>Corporate Finance Budget Planning Guidance</p> <p>Financial Regulations</p> <p>Financial Procedures</p> <p>Role of Finance Team and Finance Business Partners</p> <p>Social value toolkits used on all procurements</p> <p>Procurement Best Practice Guide</p>	<p>Periodic training delivered to Select Committee</p> <p>Member Code of Conduct training</p> <p>Members IT access</p> <p>IT Helpdesk</p> <p>Digital Strategy</p> <p>Use of Modern.Gov for meeting documents</p> <p>Learning Zone</p> <p>Internal Audit</p> <p>Hampshire Perspectives</p> <p>Stakeholder Engagement</p> <p>Inclusion Strategy</p> <p>Wellbeing Session Programme</p> <p>Wellbeing SharePoint Pages</p> <p>Inclusion and Wellbeing Passport</p> <p>Wellbeing Action Plans</p> <p>Wellbeing Guides for staff and managers</p> <p>Health Assured (HCC employee assistance provider)</p> <p>Staff Networks</p> <p>Staff Yammer Groups</p> <p>Diversity role models</p> <p>Corporate Health and Safety Policy</p> <p>Corporate Health and Safety Statement of Intent</p>	<p>Published information about meetings</p> <p>Executive Decision-Making Protocol</p> <p>Non-Executive Decision-Making Protocol</p> <p>S.151 Officer advice (input to and sign off Cabinet / Council reports)</p> <p>The Constitution of Hampshire County Council</p> <p>Minutes of scrutiny meetings and Annual Report of the H2050, Corporate Services & Resources Select Committee</p> <p>Member training programme as agreed by the Member Development Group</p> <p>Periodic training delivered to Select Committee</p> <p>Notice of Key Decisions</p> <p>Financial Policies & Procedures</p> <p>Financial Management</p> <p>Budget Monitoring Reports to Cabinet and Corporate Management Team</p> <p>Monthly Financial Resilience reporting and review between the Directors of Adults and Children's Services and the S151 Officer</p> <p>Financial Rules and Regulations</p> <p>Risk Management Governance</p> <p>Annual Risk Report to Cabinet</p> <p>Annual Risk Report to Audit Committee</p> <p>Internal Audit</p> <p>Audit Committee oversight</p>	<p>Corporate Strategic Risk Registers</p> <p>Directorate Level Risk Registers</p> <p>Corporate Risk Management System</p> <p>Risk Management guidance</p> <p>Internal Audit Plan providing regular review of contract management and Partnership arrangements</p>
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<p>Annual Reports on children's social care services</p> <p>Annual Report on Adult Social Care complaints</p> <p>Five Select (Overview and Scrutiny) Committees appointed</p> <p>Conduct Advisory Panel</p> <p>Audit Committee appointed</p> <p>Appointment of an Inclusion and Diversity Member champion</p> <p>Executive Member for Performance, Human Resources, Communications and Inclusion and Diversity</p> <p>Member Code of Conduct Training</p> <p>Ethical Governance e-learning</p> <p>Training for procurement evaluators on procurement principles and conflicts of interest are identified and managed</p> <p>Valuing Performance Framework</p> <p>Vision and values Staff and managers</p> <p>Recruitment Policy</p> <p>Procurement Best Practice Guide</p> <p>Corporate Procurement Strategy</p> <p>Standard ethical values provision in contracts and service specifications where appropriate</p> <p>Partnerships are appropriately documented with effective governance arrangements.</p> <p>Corporate Legal Advisors for each Directorate</p>	<p>Statement of Accounts and Budget Book</p>				<p>External Audit</p> <p>Bribery Act Policy</p> <p>Corporate Anti-Fraud and Corruption Strategy</p> <p>Annual Governance Statement</p> <p>Annual Internal Audit Report</p> <p>Audit Committee Terms of Reference</p> <p>Audit Committee details</p> <p>Audit Committee training</p> <p>Data Protection Policies</p> <p>Safe Information Handling Policy and Guidance</p> <p>Information Governance Strategy</p> <p>Hampshire County Council privacy notices</p> <p>Registration with Information Commissioner's Office</p> <p>Designated Data Protection Officer</p> <p>Directorate level DP Coordinators and Senior Information Risk Owners</p> <p>Data Sharing Protocol</p> <p>Data Sharing Guidance</p> <p>Data Sharing Agreement Corporate Template</p> <p>Data Sharing support</p> <p>Corporate and Directorate level Data Sharing Registers</p> <p>Strategic procurement guidance</p> <p>Procurement support Legal Services contract support guidance</p>	
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<p>Role Profiles of senior legal officers providing support to Monitoring Officer</p> <p>Monitoring Officer and Deputies</p> <p>Monitoring Officer monthly meetings with Chief Executive</p> <p>Quarterly meeting of the Chief Executive, Section 151 Officer and Monitoring Officer</p> <p>Decision Making Protocols</p> <p>Monitoring Officer's access to Corporate Management Team meetings when requested</p> <p>Legal Adviser input to decision reports and attendance at meetings of Council, Executive and committees.</p> <p>Legislation Implementation and Review Group</p> <p>Inhouse legal team and Directorate lead legal advisors</p> <p>The Constitution of Hampshire County Council</p> <p>Officer role profiles</p> <p>Financial Regulations</p> <p>Scrutiny Provisions within the Constitution</p> <p>Legal Case Management System</p> <p>Legal Services Lexcel Accreditation</p> <p>Head of Legal Services / Monitoring Officer</p> <p>Corporate Anti-Fraud and Corruption Strategy</p> <p>Bribery Act Policy</p>					<p>Data Protection Impact Assessments and Privacy Notice guidance</p> <p>Internal audit reports</p> <p>Data validation procedures</p> <p>Medium Term Financial Strategy Update and Savings Programme to 2025 Revenue Savings Proposal.pdf</p> <p>Annual Revenue Budget, Precept and Capital Programme Report</p> <p>Revenue Budget Appendix 6 - Section 25 Report from Chief Financial Officer.pdf</p> <p>Reserves Strategy</p> <p>Treasury Management Strategy and Investment Strategy</p> <p>External Audit VFM conclusion</p> <p>Finance Policies & Procedures</p> <p>Savings programmes reports</p>	
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