SOUTH RIBBLE BOROUGH COUNCIL LOCAL CODE OF CORPORATE GOVERNANCE MARCH 2022

South Ribble Borough Council

Local Code of Corporate Governance

1. Introduction

The "Local Code of Corporate Governance" (the Local Code) sets out and describes the Council's commitment to corporate governance and identifies the arrangements that have been developed and maintained to enable the transparent and fair delivery of the Council's work. Each year the Council prepares an annual governance statement which tests the internal control environment against our Local Code. The Local Code is an important document which provides the framework for our compliance with good governance standards.

2. Background

The framework "Delivering Good Governance in Local Government" was first published by the Chartered Institute of Public Finance and Accountancy and the Society of Local Authority Chief Executives and Senior Managers (CIPFA/SOLACE) late in 2007. This framework has been reviewed by CIPFA and Solace in 2015 and a revised framework published in spring 2016. It details 7 core principles which should form the basis for each council's Local Code. These will be considered below.

3. What is Corporate Governance?

Each local authority operates through a governance framework. It is a system that sets out how we manage our obligations and behaviours and how we make decisions. For the purpose of this Local Code, South Ribble Borough Council has accepted the following definition of Corporate Governance:-

"Governance is about how local government bodies ensure that they are doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner.

It comprises the systems and processes, and cultures and values, by which local authorities are directed and controlled and through which they account to, engage with and, where appropriate, lead their communities".

South Ribble Borough Council recognises that effective local government relies upon establishing and maintaining the public's confidence in both the elected Members and officials, which then underpins the credibility and confidence in the services that we provide. Good governance should focus on outcomes for residents and service users.

South Ribble Borough Council seeks to encourage the values of good governance to both our existing and potential partners through the promotion of these behaviours and by providing a clear and demonstrable lead.

4. South Ribble Borough Council's Corporate Strategy

The Council's vision is:

"A proactive community leader, supporting the borough and all its residents, whether in rural or urban areas, to reach their full potential through working in partnership to deliver services that achieve the best outcomes for local people and protect vulnerable people".

The Council's corporate priorities are:

- An ambitious council that does more to meet the needs of residents and the local area
- Involving residents in improving their local area and equality of access for all
- A strong local economy
- Clean, safe and healthy homes and communities.

All the activities and work the council undertakes and delivers should be capable of being traced into the corporate priorities and the delivery or our vision. This ensures that residents can be clear as to why we are undertaking our works and making these decisions.

The priorities set what outcomes the Council is looking to deliver and the corporate projects the set how these outcomes will be delivered.

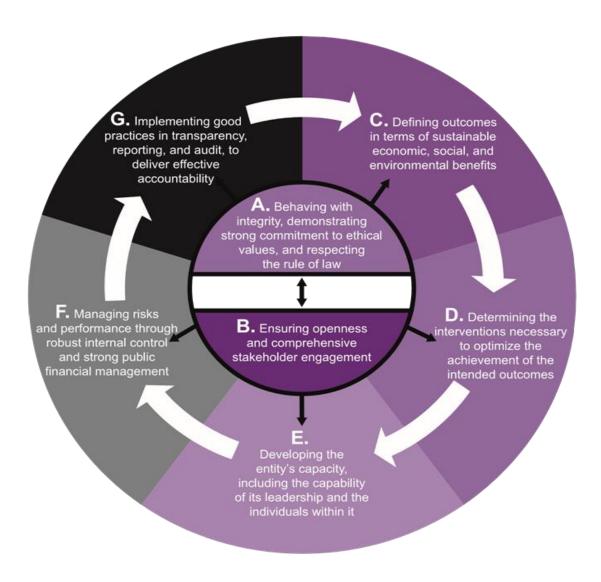
Also important for corporate governance, the corporate plan provides measures against which delivery can be assessed.

5. Framework for the Local Code

The following seven **core principles** are taken from the International Framework: Good Governance in Public Sector (CIPFA/IFAC 2014). Good governance means:

- 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 optimize the achievement of the intended outcomes
- E. Developing the entity'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

The diagram below, illustrates how the principles relate to each other.



To demonstrate a strong governance environment, we have to demonstrate how we comply with these principles.

The table below shows how the principles, statutory obligations and corporate priorities are supported by corporate documents and processes.

The tables at Appendix A set out the council's specific approach and processes which evidence compliance.

SOUTH RIBBLE BOROUGH COUNCIL CORPORATE GOVERNANCE FRAMEWORK

Principles, Statutory Obligations and Corporate Objectives

Local Vision

Corporate Objectives

Working Together

Community Focus

Statutory Obligations

Ethical Values

Developing Individuals

Effective Decisions

Corporate Governance comprises the systems and processes, cultures and values, by which local government are directed and controlled and through which they account to, engage with and where appropriate, lead their communities.

Key Documents: Annual Review

Assurance Statements
Community Engagement Strategy
Constitution
Corporate Strategy
External Audit Plan & Report

Governance Review, Statement & Action Plan

& Action Plan

Internal Audit Plan

Medium Term Financial Strategy &

Statement of Accounts

Organisational & Member

Development Plans

Pay Policy

Performance Framework

Performance Report

Risk Policies & Register

Service Plans

Treasury Strategy

Key Documents: Ad-Hoc Review

Anti-Fraud Strategies & Plans

Business Continuity Policy

Codes of Conduct

Communications Guidelines

Complaints

Contract & Procurement Rules

Equalities Guidance

Financial Regulations

Freedom of Information and Data

Protection Policies

Health, Safety and Welfare

Planning Procedures

Information Security & Technology

Strategies

Insurance Guidelines

Record of Decisions

RIPA Policy

Safeguarding

Whistle Blowing Policy

Strategic Risk Register

Supporting Processes

Complaints Process

Council & Cabinet Meetings

Decision Making Process

Employee Survey

External Audits & Inspections

Governance Group & Annual Review

Governance, Scrutiny & Standards Committees

Corporate Governance Services

Service Lead Internal Audit and Risk

Head of Paid Service/Section 151/Monitoring Officer

Independent Remuneration Panel

Induction & Training Programmes

Performance & Financial Monitoring

Performance Management Framework

Job Descriptions

Regulatory Committees

Senior Leadership Team

Senior Management Team

Shared Assurance & Financial Services

Shared Services Joint Committee