

PRINCIPLE SIX – MANAGING RISKS AND PERFORMANCE THROUGH ROBUST INTERNAL CONTROL AND STRONG PUBLIC FINANCIAL MANAGEMENT

Supporting Principles	Bedford Borough Council’s Commitment	Key elements of the governance framework
<ul style="list-style-type: none"> ➤ Managing risk ➤ Managing performance ➤ Robust internal control ➤ Managing data ➤ Strong public financial management 	<ul style="list-style-type: none"> ➤ To develop and maintain an effective scrutiny function which encourages constructive challenge and enhances the Authority’s performance overall and that of organisations for which it is responsible ➤ To put in place arrangements to safeguard Members and employees against conflicts of interest and put in place appropriate processes to ensure that they continue to operate in practice ➤ To develop and maintain an effective Audit Committee which is independent of the Executive and Scrutiny functions ➤ To ensure that proper professional advice on matters that have legal or financial implications is available and recorded well in advance of decision making and used appropriately ➤ To ensure that risk management is embedded into the culture of the Authority, with Members and managers at all levels recognising that risk management is part of their jobs 	<ul style="list-style-type: none"> ➤ Council Constitution ➤ Section151 Officer ➤ Risk Management Strategy ➤ Strategic Risk Register ➤ Corporate Risk Management Group ➤ Internal Audit Function ➤ Effective Audit Committee ➤ Business Continuity Programme ➤ Information Governance Strategy (KIM) ➤ Financial Procedure Rules ➤ Contract Procedure Rules ➤ IT Computer User Security Policy ➤ Data Sharing Agreements ➤ Treasury Management Strategy ➤ Overview & Scrutiny Committee ➤ Senior Information Risk Owner (SIRO) ➤ Designated Data Protection Officer ➤ Performance Management Framework ➤ Confidential Reporting Policy ➤ Equality Analysis Templates and Procedures ➤ Capital Strategy (Prudential indicators) ➤ Cipfa Financial Management Code ➤ COVID-19 Risk Register ➤ Brexit Risk Register ➤ Member/Officer Gold group supported by an officer Silver Group ➤ Finance Authorisation Board

Bedford Borough Council – Local Code of Corporate Governance

	<ul style="list-style-type: none"> ➤ To ensure that arrangements are in place for whistleblowing to which employees and all those contracting with the Authority have access ➤ To ensure there is an effective performance management system operating the results of which are reported to senior Management and Members. 	
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PRINCIPLE SEVEN – IMPLEMENTING GOOD PRACTICES IN TRANSPARENCY, REPORTING, AND AUDIT TO DELIVER EFFECTIVE ACCOUNTABILITY

Supporting Principles	Bedford Borough Council’s Commitment	Key elements of the governance framework
<ul style="list-style-type: none"> ➤ Implementing good practice in transparency ➤ Implementing good practices in reporting ➤ Assurance and effective accountability 	<ul style="list-style-type: none"> ➤ The Council will ensure that in relation to key roles such as the Section 151 Officer, the Chief Officer for Internal Audit the Internal audit Service and the Audit Committee there is compliance with the appropriate best practice standards and guidance ➤ Appropriate consultations are recorded on reports considered by members. ➤ The Council will undertake/participate in appropriate peer reviews and external inspections ➤ Partnerships will be supported by appropriate governance arrangements. ➤ To ensure that effective, transparent and accessible arrangements are in place for dealing with complaints 	<ul style="list-style-type: none"> ➤ Transparency Code ➤ Chief Officer for Internal Audit Annual Report ➤ Compliance with the Public Sector Internal Audit Standards ➤ Overview & Scrutiny Committee ➤ Annual Financial Statements ➤ Medium Term Financial Strategy ➤ Capital Strategy (Prudential Indicators) ➤ Customer Feedback Procedures ➤ Audit & Standards Committees ➤ Monthly Budget Monitoring & Reporting ➤ Confidential Reporting Policy ➤ Consultations Strategy 2021-2025 ➤ Corporate Report Template ➤ Protocol for Executive Decision Making ➤ Cipfa Financial Management Code