

**Framework Agreement
between the Department of Health and Monitor**

Annex D: Wider Guidance

2014

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The following general guidance documents and instructions apply to Monitor. The Department may require Monitor to provide additional management information on an ad hoc basis. Where this is the case, the Department will provide Monitor with clear reasons for the request and will allow as much time as possible to comply with the request.

General

- Managing Public Money https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/212123/Managing_Public_Money_AA_v2_-_chapters_annex_web.pdf
- Appropriate adaptations of sections of *Corporate Governance in Central Government Departments: Code of Good Practice* and its related guidance http://www.hm-treasury.gov.uk/psr_governance_corporate.htm
- The Parliamentary and Health Service Ombudsman's *Principles of Good Administration* <http://www.ombudsman.org.uk/improving-public-service/ombudsmansprinciples/principles-of-good-administration>
- Principles for Economic Regulation https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/31623/11-795-principles-for-economic-regulation.pdf
- Consolidation Officer Memorandum, and relevant DCO letters;
- The *NHS Records Management code of practice* http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_4131747

- other relevant guidance and instructions issued by HM Treasury in respect of Whole of Government Accounts
- other relevant instructions and guidance issued by the central departments
- specific instructions and guidance issued by the Department, including requests for information
- any departmental plans to ensure continuity of services
- recommendations made by the Public Accounts Committee, or by other Parliamentary authority, that have been accepted by the Government and are relevant to NHS CB.

Audit and Risk

- *Public sector internal Audit Standards* http://www.hm-treasury.gov.uk/d/public_sector_internal_audit_standards_december2012.pdf
- *Audit and Risk Assurance Committee Handbook* http://www.hm-treasury.gov.uk/d/audit_and_risk_assurance_committee_handbook.pdf
- Treasury guidance *Management of Risk: Principles and concepts* <https://www.gov.uk/government/publications/orange-book>
- HMT Guidance on Tackling Fraud

Finance

- *Government Financial Reporting Manual (FRoM)* http://www.hm-treasury.gov.uk/frem_index.htm
- Fees and Charges Guide, Chapter 6 of *Managing Public Money*
- Departmental Banking: A Manual for Government Departments, Annex 5.7 of *Managing Public Money*
- relevant Dear Accounting Officer letters;
- *Regularity, Propriety and Value for Money* http://www.hm-treasury.gov.uk/psr_governance_valueformoney.htm
- *Improving spending control* http://www.hm-treasury.gov.uk/improving_spending_control.htm

HR

- *Model Code for Staff of Executive Non-departmental Public Bodies* (Cabinet Office) http://www.civilservice.gov.uk/wp-content/uploads/2011/09/5_public_body_staffv2_tcm6-2484.pdf

FOI

- relevant Freedom of Information Act guidance and instructions (Ministry of Justice);

Estates and Sustainability

- Greening Government Commitments <http://sd.defra.gov.uk/documents/Greening-Government-commitments.pdf>
- Government Property Unit National Property Controls and standards for office accommodation (available from DH)

- The Department of Health's Property Asset Management procedures (available from DH)

Information Governance and Security

- The *NHS Information Governance Toolkit* <https://www.igt.connectingforhealth.nhs.uk/>
- HMG IA Standard No. 6: *Protecting Personal Data and Managing Information Risk* (available from DH)
- HM Government's *Security Policy Framework* <http://www.cabinetoffice.gov.uk/resource-library/security-policy-framework>
- The *NHS Information Security Code of Practice* http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_074142
- The *NHS Confidentiality Code of Practice* http://www.dh.gov.uk/prod_consum_dh/groups/dh_digitalassets/@dh/@en/documents/digitalasset/dh_4069254.pdf

Transparency

- The Prime Minister's commitments on transparency <http://www.number10.gov.uk/news/statements-and-articles/2010/05/letter-to-government-departments-on-opening-up-data-51204>
- Guidance on HM Treasury website <http://www.hm->

treasury.gov.uk/psr_transparency_index.htm

- Cabinet Office *Code of Conduct for Board Members of Public Bodies*
http://www.civilservice.gov.uk/wp-content/uploads/2011/09/code-of-conduct_tcm6-38901.pdf
- *Code of Practice for Ministerial Appointments to Public Bodies*
<http://publicappointmentscommissioner.independent.gov.uk/wp-content/uploads/2012/02/Code-of-Practice-2012.pdf>