

Meeting: Governing Body			
Meeting Date	10 June 2022	Action	Approve
Item No.	4	Confidential	No
Title	Annual Report (including Annual Governance Statement) and Accounts		
Presented By	Mr Will Blandamer, Executive Director of Strategic Commissioning/Deputy Chief Officer		
Author	Emma Kennett, Head of Corporate Affairs and Governance		
Clinical Lead	-		

Executive Summary
<p>CCGs have a statutory duty¹ to produce an annual report and accounts which is a means of demonstrating effective stewardship of public money and discharging its accountability to the public.</p> <p>The annual report and accounts is a single document which presents the story of the CCG's activities during the previous financial year. The structure of the annual report is, in the main, dictated by NHS England and must meet the requirements set out in the of the Department of Health and Social Care's Group Accounting Manual.</p> <p>It is the responsibility of the Accountable Officer to prepare and present the annual report and accounts. The report must be fair, balanced and understandable, and must also follow the core three-part structure and reporting requirements as set out below, which are the minimum requirements, however the CCG is also expected to provide additional information as necessary to reflect its position within the community and to meet the requirements of public accountability:</p> <ul style="list-style-type: none"> • The Performance Report, which must include an overview and a performance analysis; • The Accountability Report, which must include a Corporate Governance Report, a remuneration and Staff Report and a Parliamentary Accountability and Audit Report; and • The Financial Statements. <p>The report has been shared with the Executive Team for feedback, and a review of the initial draft submission of the report, including assessment against the National Audit Office (NAO) checklist, has been undertaken by the Greater Manchester Health and Social Care Partnership, where four points to note and address were raised in respect to the CCG's statement in respect to demonstrating due regard for the Public Sector Equality Duty, the financial performance information not yet being included as part of the Performance Analysis, the CCG's performance ratings not being included and further information on key risks being required.</p>

¹ Paragraph 17 of Schedule 2 of the Health and Social Care Act 2012 ('the 2012 Act').

NHS England & NHS Improvement continue to be legally required to review CCG performance on an annual basis, due to the proposed establishment of ICS's on the 1st July, this means that the 2021/22 must be fully complete by the 30th June 2022. NHS England & NHS Improvement have looked to utilise, as far as possible, the CCG Annual Report process to inform the Year End Assurance process by capturing the relevant information and avoiding a supplementary information request.

CCGs have been encouraged to consider including responses to a number of Key Lines of Enquiry as part of the SOF 21/22 where appropriate in their draft/final versions of the 2021/22 Annual Reports which has been addressed as part of this report.

The Annual Report and accounts have also been subject to review as part of the External Audit processes.

The Audit Committee is delegated, on behalf of the Governing Body, to review and subject to the report reflecting a fair and balanced report, complying with all requirements and representative of the activities of the CCG throughout the year, recommend the Annual Report and Accounts for approval by the Governing Body.

The Audit Committee will consider the full report at its meeting on the morning of 10th June 2022 and will make a recommendation to the Governing Body, which may include changes or amendments as required. These will be notified verbally to the Governing Body and updates to the Report will be completed, subject to the Governing Body's final approval, prior to signatures being added and submission,

All relevant signatures must be included prior to submission to NHS England no later than 9am on 22nd June 2022.

The Governing Body is also reminded of the requirement for the CCG to formally present the Annual Report and Accounts. Ordinarily this would be done in a public meeting as part of an Annual General Meeting (AGM) prior to 30 September 2022 however further clarity is awaited on this aspect in light of the planned ICB changes on the 1st July 2022.

Recommendations

It is recommended that the Governing Body:

- Consider the Annual report and Accounts as presented;
- Receive the feedback of the Audit Committee;
- Approve the Annual Report and Accounts for 2021/22 for submission to NHS England, noting that any amendments agreed will be included prior to signature and submission; and
- Note that further clarity required in relation to requirement for the CCG to formally present the Annual Report and Accounts as part of a Public meeting prior to the 30th September 2022.

Links to CCG Strategic Objectives

SO1 - To support the Borough through a robust emergency response to the Covid-19 pandemic.



Links to CCG Strategic Objectives	
SO2 - To deliver our role in the Bury 2030 local industrial strategy priorities and recovery.	<input checked="" type="checkbox"/>
SO3 - To deliver improved outcomes through a programme of transformation to establish the capabilities required to deliver the 2030 vision.	<input checked="" type="checkbox"/>
SO4 - To secure financial sustainability through the delivery of the agreed budget strategy.	<input checked="" type="checkbox"/>
Does this report seek to address any of the risks included on the Governing Body Assurance Framework? If yes, state which risk below:	
GBAF N/A	

Implications						
Are there any quality, safeguarding or patient experience implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Has any engagement (clinical, stakeholder or public/patient) been undertaken in relation to this report?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Have any departments/organisations who will be affected been consulted ?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are there any conflicts of interest arising from the proposal or decision being requested?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Are there any financial Implications?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Is an Equality, Privacy or Quality Impact Assessment required?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
If yes, has an Equality, Privacy or Quality Impact Assessment been completed?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
If yes, please give details below:						
If no, please detail below the reason for not completing an Equality, Privacy or Quality Impact Assessment:						
Are there any associated risks including Conflicts of Interest?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Are the risks on the CCG's risk register?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

Governance and Reporting		
Meeting	Date	Outcome
Audit Committee	10 th June 2022	Feedback to be provided to the Governing

		Body in the meeting