

## NHS Sheffield CCG Annual Report 2018/19

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## Governing Body meeting

23 May 2019

<b>Author(s)</b>	Jackie Mills, Deputy Director of Finance
<b>Sponsor Director</b>	Julia Newton, Director of Finance
<b>Purpose of Paper</b>	
To approve the Annual Report 2018/19, noting the changes since the draft report was presented to Governing Body on 2 May. To receive this report as assurance of arrangements in place in relation to risk management within the CCG.	
<b>Key Issues</b>	
<p>The CCG has a statutory requirement to produce and publish an Annual Report each year which reflects the detailed formal national guidance within the Group Accounting Manual issued by the Department of Health &amp; Social Care regarding content. Since the draft report was presented to Governing Body on 2<sup>nd</sup> May, we have received feedback from NHS England and KPMG, and a small number of minor changes have been agreed.</p> <p>As there have only been minor changes to the content, and given the size of the document, the report will not be printed for each member, but a number of hard copies will be available on the day of the meeting.</p>	
<b>Is your report for Approval / Consideration / Noting</b>	
Approval and Noting	
<b>Recommendations / Action Required by Governing Body</b>	
The Governing Body is asked to approve the Annual Report for the financial year 2018/19	
<b>Governing Body Assurance Framework</b>	
<p><b><i>Which of the CCG's objectives does this paper support?</i></b>  Strategic Objective - To ensure there is a sustainable, affordable healthcare system in Sheffield. It supports management of the CCG's principal risks 3.1, 4.1, 4.2 and 4.3 in the Assurance Framework.</p>	
<b>Are there any Resource Implications (including Financial, Staffing etc)?</b>	
None	

**Have you carried out an Equality Impact Assessment and is it attached?**

*Please attach if completed. Please explain if not, why not*  
Not applicable

***Have you involved patients, carers and the public in the preparation of the report?***

Not applicable

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#### 1. Introduction

- 1.1 The CCG has a statutory requirement to produce and publish an Annual Report each year which reflects the detailed formal national guidance within the Group Accounting Manual issued by the Department of Health and Social Care regarding content.
- 1.2 The Audit and Integrated Governance Committee (AIGC) considered a first draft of the Annual Governance Statement at its meeting on 28 March 2019. The AGS is an important document describing the CCG's governance arrangements, including how it has a sound system of internal control in place to support the achievement of the CCG's objectives.
- 1.3 The draft Annual Report (including the Annual Governance Statement (AGS)) was presented to the Governing Body meeting on 2 May 2019. The final report will be reviewed by the Audit and Integrated Governance Committee on 23 May (ahead of this Governing Body meeting) and a recommendation will be presented in relation to approval of the report by Governing Body.
- 1.4 The Annual Report has been reviewed by NHS England (NHSE) and KPMG, the CCG's external auditors and a number of minor amends have been made following their feedback.
- 1.5 A summary of the changes made is shown below.

Section	Current Page No:	Description of Change:
All	Various	Minor grammatical, spelling, formatting corrections
Performance Analysis	Pages 18-20	Performance information updated for the latest available data
EU Exit Preparedness	Page 38	Section added re EU Exit Preparedness
Annual Governance Statement	Page 52	Correction to Broomhill and Lodge Moor Surgeries previously listed under incorrect locality.
Statement of Accountable Officers Responsibilities	Page 55	Amended statement following advice from KPMG
Annual Governance Statement	Page 74	Changes to Discharge of Statutory Functions' section of the AR Template to 2013
Sickness data	Page 98	Sickness data provided by DHSC Accounts Branch after the draft annual report submission date.

- 1.6 As there have only been minor changes to the content, and given the size of the document, the report will not be printed for each member, but a number of hard copies will be available on the day of the meeting.
- 1.7 A summary version of the annual report will again be made available at a later date and will be a shorter and more visual version, which we hope will be appealing and accessible to the general public.

## **2. Audit Opinion**

- 2.1 The auditors are required to give an opinion as to whether the content of the Annual Report is consistent with the financial statements and whether the part of the Remuneration Report that is required to be audited has been properly prepared. They also conduct a high level review of the Annual Governance Statement (AGS) and consider whether it is consistent with the financial statements and complies with relevant guidance. Whilst the Auditors have provided useful feedback and comments which have been incorporated into the final report (noted above), there were no substantial changes required.
- 2.2 The Auditors report (ISA260) confirms that they have read the content of the Annual Report (including the Remuneration Report) and reviewed the Annual Governance Statement (AGS) and there are no issues that they wish to raise.

## **3. Statement of Accountable Officer's Responsibilities**

- 3.1 The Annual Report includes the Statement of Accountable Officer's Responsibilities. Following formal adoption of the Annual Report and Accounts by Governing Body, the Acting Accountable Officer will sign this statement on behalf of the Accountable Officer.

## **4. Recommendations**

- 4.1 The Governing Body is asked to approve the final Annual Report incorporating the Annual Governance Statement and that all relevant sections and declarations are signed by the Acting Accountable Officer on behalf of the Accountable Officer.

Prepared by Jackie Mills, Deputy Director of Finance

On behalf of Julia Newton, Director of Finance

May 2019