

NHS Sheffield CCG Annual Report 2019/20**D****Governing Body meeting****18 June 2020**

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Sponsor Director	Jackie Mills, Director of Finance
Purpose of Paper	
<p>To approve the Annual Report 2019/20, noting the changes since the draft report was presented to Governing Body on 7 May. To receive this report as assurance of arrangements in place in relation to risk management within the CCG.</p> <p>Due to the size of the report, it has been included in the supporting information pack for Governing Body members (item 14i).</p>	
Key Issues	
<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 and Social Care regarding content. Since the draft report was presented to Governing Body on 7 May, we have received feedback from NHS England and KPMG, and a small number of minor changes have been agreed.</p>	
Is your report for Approval / Consideration / Noting	
Approval and Noting	
Recommendations / Action Required by Governing Body	
The Governing Body is asked to approve the Annual Report for the financial year 2019/20	
Governing Body Assurance Framework	
<p><i>Which of the CCG's objectives does this paper support?</i> 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>	
Are there any Resource Implications (including Financial, Staffing etc)?	
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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Governing Body meeting

18 June 2020

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 (AGS) at its meeting on 26 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 7 May 2020. The final report will be reviewed by the Audit and Integrated Governance Committee on 18 June (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. In addition, the small number of sections that were incomplete at draft stage, due to the diversion of resources to respond to the COVID-19 pandemic, are now complete.
- 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 17-18	Performance information updated for the latest available data
Sustainable Development	Page 19	Section updated
Improving Quality	Page 20	Section updated
Reducing health inequalities	Page 34	Section updated
Sheffield's joint health and wellbeing strategy	Page 36	Section updated
Governing Body Attendance	Page 57	The auditors identified two instances where the figure reported did not match the attendance lists; therefore the annual report has been updated.

Remuneration Report	Page 93	The fair pay multiple had been disclosed as 3.9 in the draft accounts, but was actually 3.8.
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- 1.7 A short video, summarising key elements of the annual report, will again be made available at a later date 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 Accountable Officer will sign this statement.

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 Accountable Officer.

Prepared by Diane Mason, Senior Finance Manager
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 Lucy Ettridge, Deputy Director of Communications, Engagement and Equality

On behalf of Jackie Mills, Director of Finance

June 2020