

NHS Sheffield CCG Annual Report 2021/22**Governing Body meeting****26 May 2022**

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| Author(s) | Carol Henderson, Corporate Governance Manager |
| Sponsor Director | Cath Tilney, Associate Director of Corporate Services |
| Purpose of Paper | |
| <p>This report describes our activities during 2021/2022, our achievements and our challenges. The report also includes details about our financial performance and how we are meeting our governance requirements. It is presented to Governing Body for formal approval.</p> <p>Due to the size of the report it has been included in the supporting information pack for Governing Body members.</p> | |
| Key Issues | |
| <p>The CCG has a statutory requirement to produce and publish an Annual Report which reflects the detailed national guidance within the Group Accounting Manual issued by the Department of Health and Social Care. Since the draft report was presented to Governing Body on 5 May feedback has been received from NHS England and 360 Assurance, following which a number of minor changes have been made.</p> | |
| Is your report for Approval / Consideration / Noting | |
| Approval | |
| Recommendations / Action Required by Governing Body | |
| <p>The Governing Body is asked to</p> <ul style="list-style-type: none"> • Approve the final Annual Report incorporating the Annual Governance Statement, subject to any final changes that need to be made, and that all relevant sections and declarations are signed by the Interim Accountable Officer • Delegate responsibility to the Chair of the CCG's Audit and Integrated Governance Committee to approve any further changes required before the final submission to NHS England | |
| Governing Body Assurance Framework | |
| <p>Which of the CCG's objectives does this paper support?</p> <p>It underpins the CCG's principal risks identified in the 2021/22 Governing Body Assurance Framework.</p> | |
| Are there any Resource Implications (including Financial, Staffing etc)? | |
| None | |

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| 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 |

NHS Sheffield CCG Annual Report 2021/22

Governing Body meeting

26 May 2022

1. Introduction

1.1 The CCG has a statutory requirement to produce and publish an Annual Report which reflects the detailed national guidance within the Group Accounting Manual issued by the Department of Health and Social Care. Since the draft report was presented to Governing Body on 5 May feedback has been received from NHS England and 360 Assurance, the CCG's internal auditors, following which a number of minor changes have been made following their feedback.

At the time of writing we are awaiting the Auditor's report (ISA260) which will confirm that they have read the content of the Annual Report (including the Remuneration Report) and reviewed the Annual Governance Statement (AGS). An update on their report will be given to Governing Body on 26 May.

1.2 A summary of the changes made is shown below.

| Section | Current Page No: | Description of Change: |
|--|------------------|--|
| Performance Report: Performance Analysis | 21-26 | Performance report updated to include the March 2022 data |
| Remuneration and Staff Report: Exit Packages | 113 | A national directive is awaited regarding the reporting of redundancy costs |
| Remuneration and Staff Report: Facilities Time Publication | 110 | Trade Union (Facility Time) figures confirmed (figures were confirmed following submission of the interim report to NHSE but prior to the 5 May Governing Body and so were reflected in the report at that stage) |
| Governance Statement: Counter Fraud Arrangements | 98 | Report strengthened to reflect the Counter Fraud Functional Standard Return |
| All | | Page numbers have been updated where required for the final report |

1.3 The Audit and Integrated Governance Committee (AIGC) considered an early first draft of the Annual Governance Statement (AGS) at its meeting on 17 March 2022. The AGS is an important document describing the CCG's governance arrangements and providing assurance that the organisation has a sound system of internal control which supports achievement of the CCG's objectives.

- 1.4 The draft Annual Report (including the Annual Governance Statement (AGS)) was presented to the Governing Body meeting on 5 May 2022. The final report will be reviewed by the Audit and Integrated Governance Committee on 26 May (just ahead of this Governing Body meeting) who will recommend the report to Governing Body for approval.
- 1.5 We have invited a number of the report authors and a selection of staff to present the key themes from the Annual Report and the achievements they are most proud of.

2 Audit Opinion

- 2.2 The final Head of Internal Audit Opinion has now been issued which provides **significant assurance**.
- 2.3 Our external auditors are required to give an Opinion on the content of the Annual Report which confirms consistency with the financial statements and that the element of the Remuneration Report which is required to be audited has been properly prepared. They also conduct a high level review of the Annual Governance Statement (AGS) to ensure consistency with the financial statements and compliance with relevant guidance. At the time of writing we are awaiting the report (ISA260). An update on their report will be given to Governing Body on 26 May. Any requested changes will be incorporated into the final Annual Report.

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 Interim 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, subject to any final changes that need to be made, and that all relevant sections and declarations are signed by the Interim Accountable Officer
 - Delegate responsibility to the Chair of the CCG's Audit and Integrated Governance Committee to approve any further changes required before the final submission to NHS England

Prepared by Carol Henderson, Corporate Governance Manager

On behalf of Cath Tilney, Associate Director of Corporate Services

May 2022