

# Meeting of Governing Body

**Date:** Tuesday 5<sup>th</sup> May 2020

**Time:** 9:00am

**Location:** Virtual meeting to be held via Microsoft Teams. Details within the calendar invite

<b>Agenda Number :</b>	9.1
<b>Title:</b>	<b>Draft Annual Report and Accounts 2019/20</b>
<b>Purpose: Decision</b>	
<b>Key Points for Discussion:</b>	
<p>CCG's are required to publish as a single document an Annual Report and Accounts. This document must include the Governance Statement, the Head of Internal Audit Opinion and the audited accounts and financial statements. NHSE publishes guidance setting out the form and content of the Annual Report and Accounts. The draft Annual Report and Accounts for 2019/20 have been prepared following the guidance issued. The timetable for the Annual Report and Accounts has been revised to take into account the response to the Covid-19 pandemic. The initial submission date for the audited Annual Report and Accounts was 28<sup>th</sup> May, this has moved to the 25<sup>th</sup> June.</p> <p>The Governing Body will receive the draft Annual Report and Accounts at its closed session on 2<sup>nd</sup> June 2020 for comment. The timetable for the final submission does not allow for the Governing Body to review and approve the final report in advance. The Governing Body is asked delegate authority to the Audit, Governance and Risk Committee to approve the final report; the Committee will meet the 2<sup>nd</sup> week of June. The submitted final Annual Report and Accounts will be presented to the Governing Body in open session on 7<sup>th</sup> July.</p>	
<b>Recommendations:</b>	To seek approval for authority to be delegated to the Audit, Governance and Risk Committee to approve the final Annual Report and Accounts 2019/20.
<b>Previously Considered By and feedback :</b>	The Audit, Governance and Risk Committee has received regular updates on the production of the Annual Report and Accounts and has reviewed the draft Governance Statement
<b>Management of Declared Interest:</b>	There are no potential or actual Conflicts of Interest.

<b>Risk and Assurance:</b>	The Annual Report and Accounts draw on and detail the CCG's arrangements for the management of risk, its assessment and mitigations. The Annual Report and Accounts will set out the principle risks reported by the CCG during 2019/20 and describe the mitigations to manage these risks.
<b>Financial / Resource Implications:</b>	The Annual Report and Accounts 2019/20 will describe the CCG's financial position. The recommendation in this paper has no financial implications or implications for other resources.
<b>Legal, Policy and Regulatory Requirements:</b>	The publication of an Annual Report and Accounts is a legal requirement. Failure to publish would have an impact on the CCG.
<b>How does this reduce Health Inequalities:</b>	The Annual Report and Accounts includes information regarding health inequalities and the CCGs actions to reduce these during the financial year 2019-20. The document does not have health inequalities implications
<b>How does this impact on Equality &amp; diversity</b>	The Annual Report and Accounts includes information regarding equalities and the CCGs actions to reduce these during the financial year 2019-20. This document does not have equalities implications
<b>Patient and Public Involvement:</b>	The Annual Report and Accounts includes information regarding Consultation and Communication including Public Involvement during the financial year 2019-20.
<b>Communications and Engagement:</b>	The Annual Report and Accounts 2019/20 will be published, in-line with legal requirements, on the CCG website. The publication date has yet to be confirmed.
<b>Author(s):</b>	Sarah Carr, Corporate Secretary
<b>Sponsoring Director / Clinical Lead / Lay Member:</b>	Sarah Truelove, Chief Financial Officer