

Agenda Item: 14b

Governing Body

REPORT

Subject	Sub Committee Report for the Audit and Governance Committee- 12 April 2017
Date	4 May 2017
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Executive Summary

The Audit and Governance Committee was chaired by Saqhib Ali, Chair of Committee and COI Guardian for the CCG.

The Committee will assist the CCG to deliver its responsibility for the conduct of public business and stewardship of funds under its control. In particular, the Committee will seek to provide assurance to the Governing Body that an effective system of integrated governance, risk management and internal control, across the whole of the organisation's activities (clinical and non-clinical), that supports the achievements of the organisation's strategic objectives.

The last meeting of the Audit and Governance Committee was on the 12 April 2017. The committee are to give a further review to its TOR in light of the GP Clinical Lead for the Committee resigning from post. There is a requirement to appoint a GP Clinical Lead to this membership.

Recommendation

The committee are requested to note the key points of discussion and agreed actions from the Audit and Governance Committee, 12 April 2017.

The substantive points raised in this paper have been discussed in more detail at the April meeting of the Integrated Commissioning and Quality Committee.

Links to the business and risks

Relevant Strategic Objectives 2016/17 (please mark in bold)

1. Systematically implementing prevention, early diagnosis and early intervention
2. Commissioning services that deliver evidence-based care, in the right place and at the right time, including promoting self-care and empowering patients to manage their own conditions.
3. Making sure that care is high quality, safe and sustainable, that it improves health outcomes and wellbeing and provides a good patient experience.
- 4. Using the statutory framework with best practice governance and transparency principles to be fully accountable to our population in commissioning and operating as a part of the wider health system**

5. Ensure that the CCG commissions and operates in a financial manner consistent with the regulatory framework, long terms sustainability and best use of public money.

6. We will work in close partnership with all the organisations who commission or provide care for our population, to integrate services where it makes sense and to achieve seamless transitions of care for patients where services remain separate.

7. Embedding member, public, patient, carer, staff and other stakeholders' views through meaningful engagement into decision-making processes and commissioning intentions.

Links to Board Assurance Framework / Corporate Risk Register	N/A
Details of additional risks associated with this paper (may include NHS England Assurance Framework / NHS Constitution)	Failure to review the Governing Body Assurance Framework could lead to a risk that the governance processes are not robust and reveal a weakness in the system of internal control and may have an impact on the achievement of the CCG's strategic objectives.
Financial Implications / impact	N/A
Legal Implications / impact	N/A
Partnership work / public engagement implications / impact	
Committees / groups where this has been discussed before	N/A
Other options available and their pros and cons	N/A
Background papers	N/A

This note provides an update to the Governing Body of the agenda and discussion of the Audit and Governance Committee meeting of 12 April 2017.

The items discussed, and the key points of discussion and action are summarised below.

1. Annual Claims Management Report: In accordance with the Claims Management Policy, the Committee discussed is responsible for reviewing and approving, where appropriate, losses and compensation payments. It was noted that during 2016.17 there were no claims received for clinical negligence, no claims made under the Property Expenses Scheme, no claims made against the CCG which do not fall within the NHSLA Schemes. Also it was noted that there were no claims received under the Liabilities to Third Parties, nor were there any incidents reported through the CCG's incident management procedure which could lead to any demand for compensation.

In line with the guidance contained within the NHS Finance Manual, the Accountable Officer and Chief Finance Officer have joint responsibility for agreeing the payment of any claims which fall below the NHSLA's excess levels. The committee noted the content of the End of Year Report and the contributions for the year 2017/18.

2. Annual and Quarter 4 Conflicts of Interest Return. The Committee reviewed and discussed paper. It was noted that the CCG is required to demonstrate compliance with the conflicts of interest indicator through an annual and quarterly self-certification submission.

The annual self-certification seeks confirmation that;

- The CCG has a clear policy for the management of conflicts of interest (in line with Managing conflicts of Interest: Revised guidance for CCGs) and that the policy includes a robust process for the management of breaches.
- The CCG has a minimum of three lay members, including the number of days per month their lay members are employed
- The CCGs audit chair has taken on the role of the conflicts of interest Guardian supported by a senior CCG manager(s).

It was noted that given the revised timescales for mandatory COI training a question has been removed from the 2016.17 annual self-certification. CCGs will need to report on this in April 2018.

Clear guidance on the COI process was noted and endorsed.

The national co-commissioning team will publish each CCG's rating on the MyNHS website which is available to the public. Information will be uploaded to MyNHS at the end of each quarter. Therefore, information on the conflicts of interest indicator will be published one quarter in arrears.

3. Governing Body Assurance Framework and Corporate Risk Register. It was noted that the Governing Body Assurance Framework was presented to the Governing Body at the 30 March meeting, consequently there have been no updates to the GBAF since their meeting. The GBAF will be updated for the June Audit and Governance Committee.

The strategic objectives for the CCG in 2017/18 were to be considered by the Executive Directors in the meeting dates 24 April. The proposals will then be taken to the June 2017 Governing Body session for further discussion.

There is one outstanding recommendation from the internal audit which is required to be completed by the end of May 2017. The Risk Manager is providing advice and support to Executive around this recommendation and the Auditors will view evidence of our adherence when the GBAF is presented in the Audit and Governance meetings. An extension to the original target date of end of March was requested as it was not felt the process had been completely embedded. Internal audit assurance has started to be mapped where appropriate.

4. The Committee also received update reports on the activity of the Internal and External Audit teams including the Internal Audit Progress Report and Recommendations and the External Audit – Draft Interim Findings Management Letter:

A number of actions did arise from the discussions noted above, and these will be followed up by the Committee in future meetings.