



right care
right place
right time
right outcome

MERTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

Date of Meeting: 18 April 2018

Agenda No: 8.2

Attachment: 10

Title of Document: Delegation of sign off of Annual Accounts and Report.	Purpose of Report: Approval of decision
Report Author: Julie Hesketh	Lead Director: Julie Hesketh
<p>Executive Summary: Merton CCG annual accounts and report needs to be submitted to NHSE in draft format by the 20 April 2018. At that stage it will have had a discussion at Executive Management Team and Audit and Governance Committee but will still be in draft format. All SWL CCGs then have extraordinary audit committees arranged for 22nd May, but the scheduled Governing Body on 6 June 2018 will be past the deadline for submission. The final report needs to be completed and submitted by 29 May 2018.</p> <p>Merton's CCGs current Scheme of Reservation & Delegation reserves this duty to the Governing Body but allows the GB to delegate any of its duties to any committee. In order to ensure the timely sign off by the Accountable Officer, we propose that the GB delegates the signoff to the Audit and Governance Committee.</p> <p>It is therefore proposed that</p> <ol style="list-style-type: none"> a) The draft annual report is circulated for comment and input to all Governing Body members b) The Governing Body delegates to the Audit & Governance Committee, on its behalf, the sign off of the CCG's annual accounts and annual report c) That attendance at the committee is opened to any members of the Governing Body who wish to attend d) The Governing Body receives the final reports and accounts at its scheduled meeting on 6th June. <p>Alternatively the GB may choose to convene an extraordinary meeting for this single item on a date to be determined between 23rd and 29th May.</p>	
<p>Key sections for particular note If the GB does not delegate responsibility to the Audit & Governance Committee then an extraordinary GB will need to be planned.</p>	
<p>Recommendation(s): The Governing Body is asked to approve the delegation of sign off of the annual report and accounts to the Merton Audit & Governance Committee on May 22, 2018.</p>	
<p>Committees which have previously discussed/agreed the report: EMT has discussed the report in Draft format.</p>	
<p>Financial Implications: NA</p>	
<p>Implications for CCG Governing Body: Final sign off of the report needs to take place by 29 May 2018. As there is no timely GB taking place it is requested that delegation to Audit & Governance Committee takes place.</p>	

How has the Patient voice been considered in development of this paper: NA
Other Implications: NA
Equality Assessment: NA
Information Privacy Issues: NA
Communication Plan: The report will be signed off at Audit & Governance committee but will, when finalised, be published on the website.