

Governing Body (public) meeting

DATE: 27 March 2014

Title	NHS Bexley CCG Annual report update	
Recommended action for the Governing Body	<p>That the Governing Body:</p> <p>Note the progress made on the production of the annual report against the timelines set out.</p>	
Executive Summary	<p>All CCGs are required to publish their first annual report this summer, looking back on their first year 2013/14 as a statutory body.</p> <p>NHSE has set out guidelines for what is expected and when and NHS Bexley CCG is making good progress to fulfil its requirements. This update report sets out what is needed and when and how its production is being managed within in the CCG.</p> <p>A key aspect of the annual report is the achievements section that sets out what the CCGs has achieved in its first year. An extensive draft list has been produced that governing body members may wish to offer additional achievements to be included.</p>	
Which objective does this paper support?	Patients: Improve the health and wellbeing of people in Bexley in partnership with our key stakeholders	✓
	People: Empower our staff to make BCCG the most successful CCG in (south) London	✓
	Pounds: Delivering on all of our statutory duties and become an effective, efficient and economical organisation	✓
	Process: Commission safe, sustainable and equitable services in line with the operating framework and which improves outcomes and patient experience	✓

Clinical Commissioning Group

Organisational implications	Key Risks (corporate and/or clinical)	None specifically	
	Equality and Diversity	The annual report will include a section on equality and diversity as set out in the guidelines	
	Patient impact	The annual report will focus on where its commissioning of services has impacted on patients.	
	Financial	Submitting signed off annual accounts is integral to the annual report process.	
	Legal Issues	Submitting an annual report is a statutory duty of the CCG	
	NHS constitution	None specifically	
Consultation (Public, member or other)	The draft annual report and a patient friendly version will be submitted to the Patient Council		
Audit (Considered / Approved by Other Committees / Groups)	The Integrated Assurance Committee was updated with progress on 13 March 2014 and agreed the timeline set out.		
Communications Plan	The report contains details of how the CCG intends to publish and promote the annual report		
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Date	17 March 2014		

Annual report 2013/14

Introduction

With NHS Clinical Commissioning Groups (CCGs) about to complete their first year as a statutory body they are required to shortly publish their first annual report and accounts.

Draft guidance has been issued by NHS England. This says that CCGs need publish, as a single document, an annual report and accounts. NHS England will incorporate this into their consolidated accounts which, in turn, form part of the Department of Health's consolidated accounts incorporating all its arm's length bodies.

This report: outlines the CCG's progress in relation to the production of its annual report; sets out the key timelines; and summarises the key achievements to be included.

Requirements and timelines

NHS Bexley Clinical Commissioning Group is developing its annual report based on the NHSE guidance.

The CCG's communications team is leading on pulling the information together, working alongside all three directorates to ensure the process of collating information and drafting the report meets NHS England deadlines.

The executive team, Health and Wellbeing Board and Governing Body are required to review the annual report and accounts.

In addition internally the draft governance statement will go to April's Audit and Integrated Assurance meeting and the Patient Council will receive the draft annual report and draft patient-friendly summary version in May.

The key submission milestones are detailed below.

By Wednesday 23 April

- Full draft annual report and accounts, as approved by the Chief Officer and Chief Financial Officer and passed to the appointed auditors for audit
- ISFE consistency statement, signed by the Chief Officer and Director of Finance
- Fully completed supplementary data collection template, as approved by the Chief Officer and passed to the appointed auditors for audit
- Supplementary data collection template consistency statement, signed by the Chief Officer and Director of Finance
- A full copy of the Head of Internal Audit Opinion as issued by the clinical commissioning group internal auditors

By Friday 6 June

- Full audited and signed annual report and accounts, as approved by the Governing Body and signed and dated by the Chief Officer
- ISFE consistency statement, signed by the Chief Officer and Chief Financial Officer
- Fully completed supplementary data collection template, as approved by the Chief Officer and passed to the appointed auditors for audit
- Supplementary data collection template consistency statement, signed by the Chief Officer and Chief Financial Officer

- A copy of the external audit completion report presented to the audit committee and Governing Body by the appointed auditors

By Friday 6 June

- Auditors to submit one original signed copy of the full annual report and accounts to NHS England
- CCGs to publish their annual report and accounts in full on their public website

This timeline has been agreed by the Integrated Assurance Committee on 13 March 2014

Annual report publication

It is proposed to have one full version of the annual report and accounts online, with some hard copies available for the CCG's annual general meeting in September. A summary, patient-friendly version will be designed, published online as a downloadable PDF, an MP4 (to enable the audience to listen to the report) and some printed copies will also be available on request and for the engagement team to share with patient groups.

Achievements and developments section

A key part of the annual report is the achievements and developments section. This details the achievements of the CCG 2013/14. Below is an indicative list of achievements. All of these will be expanded in the annual report.

Governing body members may wish to suggest additional achievements to be added to this list.

1. Commissioning – clinically-led service redesigns

- MSK
- Cardiology
- Community clinics
- Clinical pathways
- Neuro rehabilitation
- Transformational QIPP programme underway
- Additional investment in end of life care and hospice

2. Integrated commissioning

- Early intervention and prevention services
- Mental health recovery services
- Integrated commissioning unit formed
- Multi-agency safeguarding hub established
- Extended IAPT services for mental health (£1m)

3. Integrated care

- Go-live integrated care older peoples project
- Oxleas, LBB and CCG service implemented
- Four events to help practices understand the integrated care model

4. Clinical leadership

- NHS Bexley CCG is proud to be clinically-led and in 2013/14, more clinicians have been able to contribute towards and lead core areas of work within the CCG, such as safeguarding, training and development and innovative service redesigns. The CCG launched a clinical leadership forum in October 2013 to encourage even more clinicians to be a part of the clinical commissioning process. Services commissioned by local GPs are providing more innovative care pathways for patients and ensuring the very best experience and outcomes for patients. The CCG is keen to expand the clinical leadership forum and ensure every GP in the borough has an opportunity to participate in the clinical commissioning process.
- Development sessions
- Clinical principle lead to manage clinical lead work
- Clinical leads part of the CCG's organisational culture

Partnership working

5. QMH

- TSA implemented
- Securing QMH as Bexley's health hub
- Transition – partnership working
- Transformation and vision
- Future plans
- Programme of work and communication led by CCG

6. NHS England

- Primary care development
- Call to action
- Specialised commissioning
- Campaigns
 - Call to action and primary care version
 - Be clear on cancer
 - G8 dementia summit

7. South-east London

- CBC and PMO
- Area prescribing committee

8. Bexley, Lewisham and Greenwich

- Urgent and unscheduled care
- Yellow men campaign

9. London Borough of Bexley

- Budget consultation
- Health and wellbeing board
 - Draft strategy consultation
 - Joint end of life strategy consultation
- Health overview scrutiny committee
- Safeguarding
 - LSCB
 - Adult partnership board
- Integrated care board

- Healthwatch
- Public health
 - Healthy choices healthy weight consultation
 - HIV survey among black African community
 - Joint Health and Social Care Self-Assessment Framework (JHSNAF)
 - Stoptober

10. Primary care

- Challenge fund support
- Tools to help improve care in general practice – dashboards and risk stratification
- Clinical round tables
- Courses to develop practice staff
- Training – three finance training and e-learning
- Prescribing updates for practice nurses
- Monthly briefings and representatives at locality
- Practice nurse forum
- Practice manager forum

11. Quality and safety achievements

- Amber alert
- Using friends and family data
- Actions from Berwick report implemented
- New improved quality management of providers including triangulation
- Quality surveillance group
- SEL clinical safety group

12. Information governance achievements

- ASH accreditation

Report written by:

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17 March 2014