



Report of: Shak Rafiq (Communications Manager, NHS Leeds Clinical Commissioning Groups)

Report to: Leeds Health and Wellbeing Board

Date: 14 June 2018

Subject: NHS Leeds Clinical Commissioning Groups Partnership Annual Reports 2017-2018

Are specific geographical areas affected? If relevant, name(s) of area(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

NHS England requires all NHS Clinical Commissioning Groups (CCGs) to produce annual reports in a prescribed format to a specific timescale.

One of the statutory requirements is for CCGs to review to what extent they have contributed to the local joint health and wellbeing strategy, to include this review in our annual reports and to consult with the Health and Wellbeing Board in preparing them.

This is the formal wording taking from NHS England's guidance *"Please review the extent to which the CCG has contributed to the delivery of any joint health and wellbeing strategy to which it was required to have regard under section 116B(1)(b) of the Local Government and Public Involvement in Health Act 2007. It is a statutory requirement to include this review in your annual report and to consult with each relevant Health and Wellbeing Board in preparing it."*

At the Health and Wellbeing Board meeting on 19 February 2018, members agreed the process for the NHS Leeds CCG Partnership Annual Reports for 2017-2018. It was agreed that the NHS Leeds CCG contributions to the *Leeds Health and Wellbeing Board: Reviewing the year 2017-2018* would be used as the basis for highlighting the CCG's contribution to the delivery of the Leeds Health and Wellbeing Strategy.

A final draft was shared for comment by members. This section was then included in the draft Annual Report and Accounts which has been submitted to NHS England on 20 April 2018. The final NHS Leeds Clinical Commissioning Groups Partnership Annual Reports and Accounts 2017-2018 will be published on Friday 15 June 2018.

Recommendations

The Health and Wellbeing Board is asked to:

- Note the extract from the final NHS Leeds CCG Annual Report 2017-2018 – “CCG’s role in delivering the Leeds Health and Wellbeing Strategy 2016-2021”.

1 Purpose of this report

- 1.1 This report is for information only, confirming that all arrangements agreed at the meeting on 19 February have been actioned.
- 1.2 Furthermore the report confirms that the CCG has ensured that it followed the prescribed guidance in preparing its annual report including involving and consulting with members of the board prior to submitting its review of how it has contributed to the delivery of the Health and Wellbeing Strategy.

2 Background information

- 2.1 NHS England requires all NHS Clinical Commissioning Groups (CCGs) to produce annual reports in a prescribed format to a specific timescale.
- 2.2 The annual report has three sections:
 - Performance Report, including an overview and performance analysis
 - Accountability Report, including a corporate governance report, CCG members’ report, statement of the Accountable Officer’s responsibilities, governance statement and remuneration and staff report
 - Annual Accounts
- 2.3 One of the statutory requirements is for CCGs to review to what extent they have contributed to the local joint health and wellbeing strategy, to include this review in our annual reports and to consult with the Health and Wellbeing Board in preparing them.
- 2.4 The NHS Leeds CCGs Partnership contributed to the development of the *Leeds Health and Wellbeing Board: Reviewing the year 2017-2018* paper, which was considered by Health and Wellbeing Board on 19 February 2018. This included the information submitted to the self-assessment workshop held for Board members in January 2018 by NHS Leeds CCGs Partnership on its contribution to the delivery of the Leeds Health and Wellbeing Strategy 2016-2021. It was agreed that the submission would be used as the basis for highlighting the CCGs’ contribution to the delivery of the Leeds Health and Wellbeing Strategy.

2.5 Members were then asked for any additional content that needed to be included to reflect the breadth of work undertaken by the Board that has been supported by the CCG Partnership.

2.6 As the NHS Leeds Clinical Commissioning Groups Partnership Annual Reports 2017-2018 are retrospective statutory documents they have to reflect the work of the three legal entities for 2017-2018. Therefore the report is not described as the NHS Leeds CCG Annual Report and Accounts as the merged CCG was not a statutory body until 1 April 2018.

3 Main issues

3.1 We consider effective partnership working to be fundamental to the way we do our business as CCGs and reflect this throughout our annual reports.

3.2 Each of the NHS Leeds CCGs is represented on the Leeds Health and Wellbeing Board. We actively supported the Joint Strategic Needs Assessment (JSNA) to identify the current health and wellbeing needs of local communities and highlight health inequalities that can lead to some people dying prematurely in some parts of Leeds compared to other people in the city.

3.3 We consider ourselves to be full partners in commissioning health and care services for the benefit of local people, actively supporting the 12 priority areas:

- A child friendly city and the best start in life;
- An age friendly city where people age well;
- Strong, engaged and well-connected communities;
- Housing and the environment enable all people of Leeds to be healthy;
- A strong economy, with local jobs;
- Get more people, more physically active, more often;
- Maximise the benefits from information and technology;
- A stronger focus on prevention;
- Support self-care, with more people managing their condition;
- Promote mental and physical health equally;
- A valued, well trained and supported workforce; and
- The best care, in the right place, at the right time.

3.4 The process we worked to is as follows:

- Using feedback from the 19 Feb 2018 meeting of the Leeds Health and Wellbeing Board, the CCG liaised with relevant officers to draft the text.
- Mid-March – The CCG briefed the Chair of the Leeds Health and Wellbeing Board with the proposed draft text prior to seeking comments from other members.
- Late-March – Draft text circulated to Leeds Health and Wellbeing Board members with an offer of a briefing and allow one week to receive comments. The final comments need to be received by 28 March 2018.

- Mid-April – Final draft text circulated to Leeds Health and Wellbeing Board members for information only.
- 20 April by midday – The CCG draft annual report was submitted to NHS England. The final version of the section relating to the Health and Wellbeing Board is attached as Appendix 1. The full annual report and accounts will not be available until 15 June as the CCG is required to follow a mandated process set out by NHS England. All CCGs are required to publish their annual reports on Friday 15 June which is the day after the Board meeting. This means we can only share the relevant section of the report and not the full report with members. However once officially published we can share the report with all members.

4 Health and Wellbeing Board governance

4.1 Consultation, engagement and hearing citizen voice

4.1.1 All CCG annual report must demonstrate how they have met their statutory duty to involve the public in our commissioning activity. The guidance, for reference purposes, is as below.

4.1.2 *“Please explain how the CCG has discharged its duty under [Section 14Z2 of the NHS Act 2006 \(as amended 2012\)](#) to involve the public (individuals and communities you serve) in commissioning activities and the impact that engagement activity has had. This includes designing and planning, decision-making and proposals for change that will impact on individuals or groups and how health services are provided to them. It is a statutory requirement to demonstrate how this duty has been met in your annual report.”*

4.2 Equality and diversity / cohesion and integration

4.2.1 The annual report includes a contribution from our equality lead demonstrating how the CCG has met its duty to the equality, diversity and inclusion agenda. The CCG annual report also demonstrates how it contributes to reducing health inequalities either through the work of the health and wellbeing board or through local schemes, often at neighbourhood level, through its member GP practices.

4.3 Resources and value for money

4.3.1 The CCG annual report is a publically published document that provides an open and transparent reflection on our performance over the year. It also offers taxpayers the opportunity to see how we have made use of our publicly-funded resources.

4.4 Legal Implications, access to information and call in

4.4.1 There are no access to information and call-in implications arising from this report.

4.5 Risk management

4.5.1 A risk register is held and regularly monitored by the NHS Leeds Clinical Commissioning Groups.

5 Conclusions

- 5.1 Reflecting on feedback from engagement with the Leeds Health and Wellbeing Board for this statutory requirement of our annual report we have ensured that it is presented in a timely manner. For the 2017-2018 annual reports we are confident we have given members sufficient notice to provide suggested content for inclusion and sufficient time to review any draft text prior to submission to NHS England.

6 Recommendations

- 6.1 The Health and Wellbeing Board is asked to:
- Note the extract from the final NHS Leeds CCG Annual Report 2017-2018 – “CCG’s role in delivering the Leeds Health and Wellbeing Strategy 2016-2021”.

7 Background documents

None

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How does this help reduce health inequalities in Leeds?

The annual report of the NHS Leeds CCG Partnership highlight joined up working to reduce health inequalities, outlining plans, targets and achievements.

How does this help create a high quality health and care system?

The annual report provides a narrative on how the NHS Leeds CCG Partnership has worked in partnership to help create and sustain a high-quality health and care system.

How does this help to have a financially sustainable health and care system?

The annual reports outlines how the CCG is working in partnership across the Leeds health and social care economy as part of the wider STP and Leeds Plan process.

Future challenges or opportunities

Priorities of the Leeds Health and Wellbeing Strategy 2016-21	
A Child Friendly City and the best start in life	X
An Age Friendly City where people age well	X
Strong, engaged and well-connected communities	X
Housing and the environment enable all people of Leeds to be healthy	X
A strong economy with quality, local jobs	X
Get more people, more physically active, more often	X
Maximise the benefits of information and technology	X
A stronger focus on prevention	X
Support self-care, with more people managing their own conditions	X
Promote mental and physical health equally	X
A valued, well trained and supported workforce	X
The best care, in the right place, at the right time	X