

Report to: CCG Board
Date of Meeting: 31st May 2013
Subject: Adoption of CCG Corporate Governance Framework
Presented by: Mike Napier, Head of Corporate Governance
Author: Mike Napier, Head of Corporate Governance

STATUS OF THE REPORT:

To approve	<input type="checkbox"/>	To endorse	<input type="checkbox"/>
To ratify	<input type="checkbox"/>	To discuss	<input type="checkbox"/>
To consider	<input type="checkbox"/>	For information	<input type="checkbox"/>
		To note	<input checked="" type="checkbox"/>

PURPOSE OF REPORT:

To set out a brief description of the CCG corporate governance arrangements following enactment of its full powers with effect from 01 April 2013.

RECOMMENDATIONS:

1. To note the report and the corporate governance arrangements in place for the CCG.

REPORT EXEMPT FROM PUBLIC DISCLOSURE

No Yes

If yes, grounds for exemption
(FOIA or DPA section reference)

CCG STRATEGY NUMBER REFERENCE -	ASSURANCE FRAMEWORK REFERENCE NUMBER -
<i>Short summary as to how the report links to the CCG's strategic objectives</i>	<i>Short summary as to how the report adds assurance to the Assurance Framework</i>
Essential enabler to delivery of CCG strategic objectives.	Establishes formal mechanisms and arrangements for the governance of the CCG.

IMPLICATIONS: <i>(summary of key implications, including risks, associated with the paper),</i>	
Finance	No additional costs identified.
HR	No additional risks identified.
Quality	No additional risks identified
Safety	No additional risks identified

ENGAGEMENT: <i>(Explain what engagement has taken place e.g. Partners, patients and the public prior to presenting the paper and the outcome of this)</i>
The CCG Constitution has been subject to considerable internal engagement and review.

LEGAL ISSUES: <i>(Summarise key legal issues / legislation relevant to the report)</i>
The CCG Constitution sets out the formal arrangements through which the CCG operates. It has been subject to legal review as part of its preparation and fully approved by NHS England as part of the CCG authorisation process.

EQUALITY AND DIVERSITY ISSUES: <i>(summary of impact, if any, of CCG's duty to promote equality and diversity based on Equality Impact Analysis (EIA). All reports relating to new services, changes to existing services or CCG strategies / policies must have a valid EIA and will not be received by the Group if this is not appended to the report).</i>
No adverse impacts identified.

THE NHS CONSTITUTION: (*How the report supports the NHS Constitution*)

The proposals support delivery of Principle 3 of the NHS Constitution: The NHS aspires to the highest standards of excellence and professionalism.

Definitions

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|-----------------|--|
| To approve | - An item of business that requires the Committee to take a formal decision. |
| To endorse | - An item of business that requires the Committee to endorse the actions taken by the CCG. |
| To ratify | - An item of business where the Committee is required to ratify the action(s) taken on the behalf of the Committee, for example, by a formal group established by the Committee. |
| To discuss | - An item of business that requires discussion by the Committee prior to agreement of a formal resolution or a general policy steer to the executive officers. |
| To consider | - A report containing a positional statement relating to the delivery of the CCG's functions for which the Committee has a corporate responsibility but is not explicitly required to make a decision. |
| To note | - An item of business for which the Committee is required to give due regard to but for which there is not expected to be discussion. |
| For information | - An item of information that is of general interest but is not of significance to the Committee's corporate or operational activities. These items will be included on a specific section on the agenda but will not be for discussion unless exceptionally Members have not been able to obtain assurance from the author outside of the meeting <i>and</i> the Chair has been notified of the request at least 1 hour in advance of the start of the meeting. |

Adoption of CCG Corporate Governance Framework A Summary Report for CCG Committee Members

1. Introduction

- 1.1. The CCG was authorised on 18th January 2013 and subsequently adopted its full statutory powers from 01st April 2013. The CCG governing body and Council of Members previously approved a Constitution and associated appendices for the CCG. This was fully approved by NHS England (NHS Commissioning Board) as part of the authorisation process.
- 1.2. The purpose of this short paper is to remind Members of the arrangements that are in place with respect to corporate governance following enactment of the full powers of the CCG. It is recommended that Members ensure that they are acquainted with the CCG Constitution and its appendices.

2. Information

- 2.1. A CCG Constitution sets out the general principles, rules and arrangements through which it discharges its statutory duties. Taken together with its main appendices - standing orders, scheme of delegation and prime financial policies – it provides the overarching framework through which a CCG operates. It is therefore of particular significance.
- 2.2. The legal framework for CCG constitutions requires them to have been individually approved by the NHS England (previously the NHS Commissioning Board). Subsequent proposed amendments to the constitution are subject to the approval of the Director of Operations of NHS North of England.
- 2.3. Revised and updated Terms of Reference for the Committees of the Board have also been received and approved by the Board at its meeting in March 2013. Annual reports and workplans from each of the Committees will be received in due course.
- 2.4. Full copies of the suite of documentation has been previously been shared with members. Given its substantial size, a further copy is not enclosed however it can be viewed on the CCG website at www.hullccg.nhs.uk

3. Recommendation

- 3.1 It is recommended that the Board note the report and the corporate governance arrangements in place for the CCG.