

Approval of 2020-21 Annual Accounts Delegated Authority		
Meeting	Board of Directors	
Date	14/04/2021	Agenda item 12
Lead Director	Alison Hughes, Director of Corporate Affairs	
Author(s)	Alison Hughes, Director of Corporate Affairs	
Action required (please tick the appropriate box)		
To Approve <input checked="" type="checkbox"/>	To Discuss <input type="checkbox"/>	To Assure <input type="checkbox"/>
Purpose		
The purpose of this paper is to request that the Board of Directors formally delegate authority to the Trust's Audit Committee to adopt and approve the Trust's Annual Accounts for 2020-21.		
Executive Summary		
The Foundation Trust is required to comply with the guidance in the Annual Reporting Manual for Foundation Trusts for 2020-21 and submit a set of audited annual accounts including an Annual Report by the national deadline of 25 June 2020 .		
The process for the completion of FT Annual Accounts is set in the attached summary paper. These are in line with the updated guidance from NHS England and NHS Improvement for the NHS accounts timetable and year-end arrangements, and take into account any changes in response to the COVID-19 health emergency.		
Risks and opportunities:		
Not applicable		
Quality/inclusion considerations:		
Quality Impact Assessment completed and attached <input type="checkbox"/> No		
Equality Impact Assessment completed and attached <input type="checkbox"/> No		
Not applicable		
Financial/resource implications:		
Not applicable		
Trust Strategic Objectives		
<i>Please select the top three Trust Strategic Objectives that this report relates to, from the drop down boxes below.</i>		
<input type="checkbox"/> Our Performance - delivering against contracts and financial requirements	<input type="checkbox"/> Our Performance - increase efficiency of all services	<input type="checkbox"/> Our Populations - improving services through integration and better coordination
Board of Directors is asked to consider the following action		
The Board is asked to approve the request to delegate authority to the Audit Committee to sign-off the Foundation Trust annual accounts for 2020-21.		
Report history		
Submitted to	Date	Brief summary of outcome
.	8T	No history.

Approval of 2020-21 Annual Accounts Delegated Authority

1. The Foundation Trust is required to comply with the guidance in the Annual Reporting Manual for Foundation Trusts for 2020-21 and submit a set of audited annual accounts including an Annual Report by the national deadline of 15 June 2021.
2. The process for the completion of FT Annual Accounts is set out below. These are in line with the updated guidance from NHS England and NHS Improvement for the NHS accounts timetable and year-end arrangements, and take into account any changes in response to the COVID-19 health emergency:

Date	Action
27 April 2021 (noon)	NHS FTs submit unaudited FTCs and accounts to NHS Improvement
14 April 2021	Board of Directors delegates authority to Audit Committee to approve accounts
27 May 2021	Audit Committee receives draft accounts and Annual Governance Statement (AGS) for approval
15 June 2021 (12 noon)	Final AGS to be submitted to NHSE/I
Date TBC	Audit Committee receives final accounts and Annual Report
16 August 2021	Agreed deadline for audited FTCs and accounts, final annual report to NHS Improvement The quality report and the performance analysis section are not required to be included in the annual report, these are optional. The assurance work on quality reports has ceased, and there is no formal requirement for a limited assurance opinion or governors' report
Date to be confirmed	Parliament step 1: Preparation for laying before Parliament NHS FTs to check the format of the annual report with the DH Parliamentary Office.
Date to be confirmed	Parliament step 2: NHS FTs submit accounts to DH Parliamentary Office to be laid before Parliament
20 September 2021	NHS FTs submit full final annual report including full statutory accounts to NHS Improvement (the submission of hard copy documents is not required)
Date to be confirmed, following the publication of the national submission dates	Audited accounts presented at Trust AMM

Conclusion

3. The Trust requires the delegation of authority to approve its annual accounts to the Audit Committee in order to ensure the delivery of accounts in line with the national timetable.

Board Action

4. The Board of Directors is asked to approve the request to delegate authority to the Audit Committee to sign-off the Foundation Trust annual accounts for 2020-21.

Alison Hughes
Director of Corporate Affairs

6 April 2021

Annual Declarations of Interest 2020-21 <i>Board of Directors and Deputy Directors</i>			
Meeting	Board of Directors		
Date	14/04/2021	Agenda item	13
Lead Director	Alison Hughes, Director of Corporate Affairs		
Author(s)	Karen Lees, Head of Corporate Governance		
Action required (please tick the appropriate box)			
To Approve <input type="checkbox"/>		To Discuss <input type="checkbox"/>	To Assure <input checked="" type="checkbox"/>
Purpose			
The purpose of this paper is to provide the Board of Directors with assurance on the annual declarations of interest for members of the Board and Deputy Directors made in line with the Trust's Policy for Managing Conflicts of Interest.			
Executive Summary			
<p>In accordance with Standing Order 8 'Declaration of Interests and Register of Interests' in the Trust's Corporate Governance Manual (<i>updated in March 2018</i>) and General Policy 7 'Managing Conflicts of Interest' (<i>updated in April 2019</i>) all members of the Board of Director's must declare interests which are relevant and material on an annual basis.</p> <p>Following the guidance from NHS England in June 2017, this principal has also been extended to all senior and decision-making staff in the organisation.</p> <p>Further, as an authorised Foundation Trust and in accordance with the Trust's constitution, paragraph 35.5 requires that "the trust shall have a register of interests of the directors". Furthermore, paragraph 36 states that "the trust shall make the registers available for inspection by members of the public.... The trust shall not make any part of it registers available for inspection by members of the public which shows details of any member of the trust, if the member so requests".</p> <p>A 'conflict of interest' is:</p> <p>"A set of circumstances by which a reasonable person would consider that an individual's ability to apply judgement or act, in the context of delivering, commissioning, or assuring taxpayer funded health and care services is, or could be, impaired or influenced by another interest they hold."</p> <p>During the year work has been on-going to promote the Declarations of Interest Policy and to identify further staff that are required to make a declaration. The process of completing the declaration of interest has been revised to an electronic format to support the new ways of working in response to the Covi-19 pandemic, and this work is nearing completion and the full register for all senior and decision-making staff in the organisation will be presented to the Board later in the year. Whilst the work on the register of staff interests is nearing completion, the register for 2020-21 for members of the Board and deputy directors is included at appendix 1.</p> <p>All declarations included have been approved for publication on the Trust's public website.</p> <p>These interests will also be reported in the Trust's Annual Report 2020-21.</p> <p>In addition, at each meeting of the Board of Directors, and its committees, members are asked to declare any further interests since the date of the last declaration and to notify of any conflicts of interest in relation to the agenda items for discussion (for which they may need to abstain). Any such declaration is recorded in the minutes.</p>			

Risks and opportunities:		
The potential risks associated with any declared interests are considered by line managers with advice, when required, from the Head of Corporate Governance or Director of Corporate Affairs. The appropriate mitigation is put in place, and this is recorded on the declarations of interest register.		
Quality/inclusion considerations:		
Quality Impact Assessment completed and attached <input type="checkbox"/> No		
Equality Impact Assessment completed and attached <input type="checkbox"/> No		
The Policy is in line with national guidance <input type="checkbox"/>		
Financial/resource implications:		
<input type="checkbox"/> None		
Trust Strategic Objectives		
<i>Please select the top three Trust Strategic Objectives that this report relates to, from the drop down boxes below.</i>		
<input type="checkbox"/> Our Performance - delivering against contracts and financial requirements	<input type="checkbox"/> Our Performance - increase efficiency of all services	<input type="checkbox"/> Our People - advancing staff wellbeing
Board of Directors is asked to consider the following action		
The Board of Directors is asked to receive this report and be assured of the processes in place to ensure compliance with Trust policy and the subsequent register of interests for members of the Board and Deputy Directors for 2021-21. <input type="checkbox"/>		
Report history		
Submitted to	Date	Brief summary of outcome
<input type="checkbox"/> No prior history for this report		

Appendix 1 Declarations of Interest Register 2020-21 Board and Deputy Directors

First Name	Surname	Job Title	Board/Staff	Type of Interest	Description of Interest	Date Interest Relates from	Date Interest Relates to
Sarah	Alldis	Associate Director Adult Social Care	Board	Nil return	Nil		
Anthony	Bennett	Chief Strategy Officer	Board	Nil return	Nil		
Chris	Bentley	Non-Executive Director	Board	Financial	Professor Chris Bentley Consulting Ltd	01/02/2019	Ongoing
Chris	Bentley	Non-Executive Director	Board	Non-financial professional	Equity & Health Inequalities, PHE	01/09/2019	Ongoing
Chris	Bentley	Non-Executive Director	Board	Non-financial professional	Equity & Health Inequalities, NHS England	01/09/2019	Ongoing
Chris	Bentley	Non-Executive Director	Board	Financial	Weight Watchers and Diabetes UK Expert Advisory Board	2018	Ongoing

Chris	Bentley	Non-Executive Director	Board	Financial	Orbis Programme and Medical Advisory Committee (the programme involves several countries and reviews and approves promising cancer treatments)	2018	Ongoing
Chris	Bentley	Non-Executive Director	Board	Financial	Visiting lecturer teaching on public health modules - Liverpool University	2013	Ongoing
Chris	Bentley	Non-Executive Director	Board	Financial	Visiting lecturer teaching on public health modules - Sheffield Hallam University	2010	Ongoing
Chris	Bentley	Non-Executive Director	Board	Financial	Visiting lecturer teaching on public health modules - Sheffield University	2009	Ongoing

Chris	Bentley	Non-Executive Director	Board	Financial	Project advisor for the elevation of local care service contributions to reducing inequalities in emergency healthcare admissions - York University/ NHS England	2019	Ongoing
Chris	Bentley	Non-Executive Director	Board	Non-financial professional	Chairman of Trustees - Sheffield Health International Partnerships - small charity providing links between Sheffield NHS/ social care and the developing world, particularly Uganda at present	2012	Ongoing
Chris	Bentley	Non-Executive Director	Board	Financial	Research advisory role-co-applicant- NIHR (National Institute for Health Research) funded research study in unmet need in health & social care. Funded programme including Liverpool, Manchester and York Universities	2020	Ongoing

Chris	Bentley	Non-Executive Director	Board	Financial	Member of the National Advisory Committee on Resource Allocation, and Chair of the Technical Advisory Group. DHSC/NHS England/NHS Improvement	2008	Ongoing
Jennie	Birch	Interim Chief Finance Officer	Board	Non-financial professional interest	Member of the Towards Excellence Accreditation Steering Group	05/10/2020	31/03/2021
Jennie	Birch	Interim Chief Finance Officer	Board	Non-financial professional interest	Member of the Finance Directors Annual Conference Organising Committee	05/10/2020	31/03/2021
Barbara	Bridle-Jones	Deputy Director of HR & OD	Staff	Nil return	Nil		
Michael	Brown	Chair	Board	Financial	(Pecuniary) Chairman of Procure Plus Holdings Ltd (commercial company providing procurement services to social housing providers)	01/05/2014	Ongoing

Michael	Brown	Chair	Board	Financial	Trustee and Director Re:Vision North Ltd (a charity bringing people into employment) which is part of Procure Plus Holdings Ltd.) Part of financial arrangements for pecuniary Chairman of Procure Plus Holdings.	2016	Ongoing
Michael	Brown	Chair	Board	Financial	Chairman of Reallies which is now part of Procure Plus Holdings Ltd). Part of financial arrangements for pecuniary Chairman of Procure Plus Holdings.	2019	Ongoing
Michael	Brown	Chair	Board	Non-financial professional	Director of OSCO Developments 1 Ltd (an SPV company building housing using off-site construction techniques) which is part of Procure Plus Holdings Ltd). Part of financial arrangements for pecuniary Chairman of Procure Plus Holdings.	2017	Ongoing
Michael	Brown	Chair	Board	Non-financial professional	Deputy Lieutenant, Merseyside Lieutenancy	Pre 2017	Ongoing

Michael	Brown	Chair	Board	Financial	Talks for The Leaders' Club	Jul-20	Jul-20
Joanne	Chwalko	Deputy Chief Operating Officer	Staff	Nil return	Nil		
Nick	Cross	Medical Director	Board	Non-Financial	Honorary Contract with Humber Teaching NHS FT.	Nov-20	Ongoing
Nick	Cross	Medical Director	Board	Financial	Bank GPOOH Doctor for WCHC FT	2021	Ongoing
Mark	Greatrex	Interim Chief Executive	Board	Non profit	Healthy Wirral Exec Lead for Non-Clinical Transformation	01/06/2019	Ongoing
Mark	Greatrex	Interim Chief Executive	Board	Indirect	Spouse is Director of Commissioning at NHS Halton CCG	Oct-20	Ongoing
Mark	Greatrex	Chief Finance Officer/ Deputy CEO	Board	Non profit	Healthy Wirral Exec Lead for Non-Clinical Transformation	01/06/2019	Ongoing
Mark	Greatrex	Chief Finance Officer/ Deputy CEO	Board	Indirect	Spouse is Director of Commissioning at NHS Halton CCG	Oct-20	Ongoing
*Mark	Greatrex	Chief Finance Officer/ Deputy CEO	Board	Non-Financial Professional	Cancer Alliance Board for Cheshire & Mersey as Finance rep.	Dec-17	Mar-20
David	Hammond	Deputy Director of Strategy	Staff	Nil return	Nil		

Karen	Howell	Chief Executive	Board	Non profit	Governor of University of Chester	01/01/2018	Ongoing
*Karen	Howell	Chief Executive	Board	Non profit	Regional CEO/SRO for the People Programme, Cheshire & Merseyside HCP	01/01/2018	27/09/2020
*Karen	Howell	Chief Executive	Board	Non profit	Regional CEO/SRO for Seacole 300 bed function, Cheshire & Merseyside HCP	01/06/2020	27/09/2020
*Karen	Howell	Chief Executive	Board	Non profit	Regional CEO/SRO for Serology & Phlebotomy, Cheshire & Merseyside HCP	01/06/2020	27/09/2020
*Karen	Howell	Chief Executive	Board	Non profit	Neighbourhoods, People and Back Office Functions Healthy Wirral SRO - People	01/01/2017	27/09/2020
Karen	Howell	Chief Executive	Board	Non profit	Health & Social Care Partner Representative on Innovation Agency Board	01/01/2017	Ongoing
Alison	Hughes	Director of Corporate Affairs	Board	Nil return	Nil		
*Beverley	Jordan	Non-Executive Director	Board	Financial	Director of BAJ Consulting Limited	Mar-17	22/09/2020

Beverley	Jordan	Non-Executive Director	Board	Non-financial professional	Hon Treasurer and Trustee at Citizens Advice for Wigan Borough	Oct-16	Ongoing
Beverley	Jordan	Non-Executive Director	Board	Financial	Advisory Board Member for Quantum Base Limited	Sep-15	Ongoing
Beverley	Jordan	Non-Executive Director	Board	Non-financial personal	Student Mentor and Manchester Business School and Nottingham University	Dec-16	Ongoing
Beverley	Jordan	Non-Executive Director	Board	Non-financial personal	Fund raiser, St Ann's Hospice, Greater Manchester area	. 2015	Ongoing
Beverley	Jordan	Non-Executive Director	Board	Non-financial personal	Campaign support for new legislation - guide dogs	Mar-17	Ongoing
Val	McGee	Chief Operating Officer	Board	Non-financial personal interest	Daughter work in the 0-19 team based at St Caths	01/06/2019	Ongoing
Gerald	Meehan	Non-Executive Director	Board	Financial profit interest	Part-time NHS employee for Cheshire and Merseyside Health & Care partnership	01/04/2019	Ongoing
Dave	Murphy	Deputy Director of Digital services	Staff	Nil return			

Sara	Naylor	Deputy Director of Contracts & Commissioning	Staff	Non financial personal interest	Non Executive Member at The Riverside Group (TRGL) Housing Association	22/09/2020	01/03/2021
Jo	Shepherd	Director of HR & OD	Board	Indirect	Husband is territory manager for Cheshire & Wirral for Oral B, providing education and dental health product advice to dental practices	01/03/2011	
Brian	Simmons	Non-Executive Director	Board	Nil return	Nil		
Paula	Simpson	Chief Nurse	Board	Non-financial/ personal	A family member works as an auditor at MIAA.	01/04/2018	Ongoing
Claire	Wedge	Deputy Chief Nurse	Staff	Nil return	Nil		
<p>*This record will be kept on the register for 6 months following the ending of the interest, in line with Trust Policy GP07</p>							

