



<b>Meeting</b>	Board
<b>Date</b>	Wednesday, 01 July 2020
<b>Title of report</b>	2019-20 Annual Report and Accounts
<b>Purpose</b>	For approval/decision
<b>Public/private report</b>	Public
<b>Author</b>	Interim Head of Communications

### KEY POINTS

- Cafcass' Annual Report and Accounts 2019-20 (AR&A) are shared with the Board for approval and sign-off by the Interim Chair and Chief Executive.
- Due to a delay with the audit, the AR&A will not be laid before parliament until after parliamentary recess. Our lay date is 8 September (TBC by the MoJ).
- Any changes which may be made in August following feedback from our pension auditors will be shared directly with the Interim Chair and Chief Executive for review.

## 1. AIM AND PURPOSE

- 1.1 This paper seeks approval and sign-off of the 2019-20 AR&A. Production of the AR&A is a legal requirement and sets out our performance and work throughout the financial year 2019-20.

## 2. BACKGROUND

- 2.1 The 2019-20 AR&A has been shared with both the Board and the Audit and Risk Assurance Committee at various stages of production. The Audit and Risk Assurance Committee released the AR&A to the Board at its meeting on 22 June.
- 2.2 The National Audit Office (NAO) have reviewed the AR&A and requested small changes which have now been made.
- 2.3 The AR&A 2019-20 have been prepared in accordance with HM Treasury reporting requirements (the Financial Reporting Manual). The lay-out and structure of the report is aligned with the guidance and there are certain sections of the report which are compulsory to include; for example, specific staff policies such as our disability and whistleblowing policies.
- 2.4 A child-friendly/easy read version of this report will be produced and published at the same time. This will be a much shorter version that showcases the main headlines of the report. This easy read version will be produced in collaboration with the Family Justice Young People's Board (FJYPB).
- 2.5 At the May Audit and Risk Assurance Committee meeting, it was agreed that the 2020-21 AR&A would be more child-focussed and better explain the direct impact that Cafcass has on

the lives of the children and families who use our service. A debrief meeting has been arranged with specific Board members, Cafcass colleagues and an FJYPB representative. This debrief meeting will take place on 22 July 2020. The debrief will provide opportunity to reflect on the 2019-20 report and set the agenda for the 2020-21 report.

- 2.6 Extensions granted as part of Covid-19 regulations have delayed the availability of information needed by the NAO to conclude their audit of the Pension Liability until August 2020. After the Board have signed-off the AR&A work will cease until the NAO are able to complete their audit and issue a certificate. We anticipate being able to lay in early September 2020.

### 3. KEY STRATEGIC AREAS TO CONSIDER

- 3.1 Overall, the AR&A 2019-20 provides a narrative on our performance for the past financial year, highlighting the progress we have made whilst acknowledging the significant changes the organisation has been through.
- 3.2 As previously agreed, the 2019-20 report places more emphasis on our strategic priorities and an entire section of the report is dedicated to our strategic plan. The report also provides more insight into our data.

### 4. IMPACT ON CHILDREN AND YOUNG PEOPLE

- 4.1 The AR&A is an important means of demonstrating the accountability of the organisation to the children and families we support, stakeholders, the public and to Parliament.

### 5. FINANCIAL ANALYSIS

- 5.1 As with previous years we have continued to keep production costs to a minimum, with the design of the report being produced inhouse. We will also only print 20 copies of the report to keep printing costs low.

### 6. RISK ANALYSIS

- 6.1 This year we have put more emphasis on rising demand and have made it clear that successfully meeting our KPIs is becoming increasingly more demanding.
- 6.2 As with previous years, meeting the timescales for production has been challenging. This year this risk has increased due to the uncertainty caused by the global pandemic and the ongoing need for all staff to work remotely, flexibly and not always with the equipment they need.

### 7. DIVERSITY ANALYSIS

- 7.1 The content of the AR&A 2019-20 is based on the Financial Reporting Manual, which contains requirements for reporting on aspects relating to diversity. We continue to go beyond the minimum requirements in the 2019-20 report.

### 8. ACTION REQUIRED

- 8.1 The Board is asked to **APPROVE** and sign-off the 2019-20 AR&A.