



## BOARD OF DIRECTORS MEETING (Open)

Date: 12<sup>th</sup> April 2017

Item Ref:

10

<b>TITLE OF PAPER</b>	Annual Report 2016/17
<b>TO BE PRESENTED BY</b>	Margaret Saunders Director of Corporate Governance, (Board Secretary)
<b>ACTION REQUIRED</b>	For the Board to receive and review the first draft of the Annual Report 2016/17 and feed back any comments/amendments.
<b>OUTCOME</b>	<p>Following review by the Board in April, the Annual Report will be amended and submitted to the Audit Committee and external audit. A final draft will brought back to Board in May for approval.</p> <p>The signed off Annual Report and Accounts will then be printed and submitted to NHS Improvement by the end of May 2017 as required under NHS Improvement's Annual Reporting Manual.</p>
<b>TIMETABLE FOR DECISION</b>	12 April 2017
<b>LINKS TO OTHER KEY REPORTS / DECISIONS</b>	Annual Report to be reviewed during the April Board meeting and then signed off at the May meeting.
<b>LINKS TO OTHER RELEVANT FRAMEWORKS BAF, RISK, OUTCOMES ETC</b>	<p>Links to Quality Accounts and Financial Accounts that will be included as part of the Annual Report.</p> <p>NHS Constitution: Patients <input type="checkbox"/> Public <input type="checkbox"/> Staff <input type="checkbox"/></p> <p>HSE <input type="checkbox"/> MH Act <input type="checkbox"/> Equality Act 2010 <input type="checkbox"/></p>
<b>IMPLICATIONS FOR SERVICE DELIVERY AND FINANCIAL IMPACT</b>	The Annual Report will narrate the Trust activity 2016/17 and articulate the objectives, both Service Delivery and Quality, as well as including the financial plan for 2017/18

<b>CONSIDERATION OF LEGAL ISSUES</b>	The Trust is obligated to present the Annual Report to Parliament.
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<b>Author of Report</b>	Margaret Saunders
<b>Designation</b>	Director of Corporate Governance, (Board Secretary)
<b>Date of Report</b>	April 2017

## SUMMARY REPORT

**Report to:** Board of Directors

**Date:** 12 April 2017

**Subject:** Annual Report 2016/17

**Approved by:** Margaret Saunders, Director of Corporate Governance, (Board Secretary)

**Author:** Jane Harris – Communications Manager

### 1 Purpose

<i>For Approval</i>	<i>For a collective decision</i>	<i>To report progress</i>	<i>To seek input from</i>	<i>For information</i>	<i>Other (please state below)</i>
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### 2 Summary

In accordance with its statutory duties under the Paragraphs 24, 25 and 26 of the NHS Act, 2006, and in accordance with the requirements of NHS Improvement's NHS Foundation Trust Annual Reporting Manual 2016/17, the Trust is preparing its Annual Report and Accounts for the year 2016/17.

The attached first draft of the Annual Report is presented to the Board for review, prior to submission to the Audit and Assurance Committee and external Audit, and then returning to the Board of Directors' meeting in May for final sign off. The Annual Report and Accounts will then be submitted to NHS Improvement at the end of May 2017. Following printing, the Annual Report and Accounts will be submitted to Parliament in June 2017.

The Financial Accounts are not yet ready for review, however, the Board is requested to delegate authority to the Audit and Assurance Committee to review the draft accounts in April and approve them for submission to external Audit. The audited Financial Accounts will then be reviewed and signed off by the Board.

### **3 Next Steps**

The Board to review the draft report.

Please note that where content for this year is, as yet, unavailable, this has clearly been identified as '**to follow**'.

### **4 Required Actions**

Board to agree to delegate authority for the review of the Financial Accounts to the Audit Committee.

Please supply any feedback/amendments via e-mail to [jane.harris@shsc.nhs.uk](mailto:jane.harris@shsc.nhs.uk) by **5pm on Wednesday 19 April** at the latest.

### **5 Monitoring Arrangements**

The Deputy Chief Executive/Executive Director of Operations will continue to oversee the submission of the attached draft Annual Report to NHS Improvement, and the final version to Parliament.

### **6 Contact Details**

Jane Harris  
Communications Manager  
0114 2716706