

Reporting to:	Trust Board, 5 June 2014
Title	Annual Report 2013/14
Sponsoring Director	Adrian Osborne, Communications Director
Author(s)	Adrian Osborne, Communications Director
Previously considered by	Audit Committee, 5 June 2014
Executive Summary	<p>The Annual Report is a key feature of the Trust's governance and accountability, reporting on the progress and challenges of the Trust during the year, setting out the priorities for the year ahead and providing key mandatory information in support of governance, compliance and public accountability.</p> <p>NHS Trusts are required to produce an Annual Report in accordance with guidance set out in the "NHS Finance Manual: Manual For Accounts". In addition, Trusts may have regard to the additional reporting requirements for NHS Foundation Trusts set out in the "NHS Foundation Trust Annual Reporting Manual for 2013/14".</p> <p>In support of our journey to NHSFT status, the Trust has elected to incorporate all additional reporting requirements for NHS Foundation Trusts in its Annual Report since 2011/12, with the exception of those that uniquely related to NHSFTs (e.g. composition of the Council of Governors). Alongside this detailed Annual Report, a shorter and chattier Annual Review is published both as a standalone document and within our "A Healthier Future" newsletter which is issued to thousands of public members and partner organisations.</p> <p>The Annual Report 2013/14 is included within the Information Pack and is presented to the Trust Board for approval. The Annual Review will be included in the Summer 2014 edition of A Healthier Future in July.</p> <p>Subject to approval, the Annual Report will be signed, the Quality Account and Annual Accounts will be incorporated in full within the Appendices, and the final document will be printed for presentation at the Trust's Annual General Meeting in September 2014.</p>

Strategic Priorities

- Reduce harm, deliver best clinical outcomes and improve patient experience through our Quality Improvement Strategy.
 - Develop a transition plan, with supporting workforce plans, mitigation actions and contingency plans that ensures the safety and short-term sustainability of our challenged clinical services.
 - Address the existing capacity shortfall and process issues to consistently deliver national healthcare standards.
 - Undertake a review of all current services at speciality level to inform future service and business decisions.
 - Complete and embed the successful reconfiguration of Women and Children's services.
 - Develop a sustainable long term clinical services strategy for the Trust to deliver our vision of future healthcare services through our Future Fit Programme.
 - Develop our leaders and promote staff engagement to make our organisation a great place to work through our People Strategy.
 - Embed a customer focussed approach and improve relationships with our GPs through our Stakeholder Engagement Strategy.
 - Develop a transition plan that ensures financial sustainability and addresses liquidity issues pending the outcome of the Future Fit Programme.
 - Develop a robust Investment Strategy to modernise our equipment and estate to support service transformation and increase productivity through the use of technology.
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Board Assurance Framework (BAF) Risks	<input type="checkbox"/> If we do not deliver safe care then patients may suffer avoidable harm and poor clinical outcomes and experience <input type="checkbox"/> If we do not implement our falls prevention strategy then patients may suffer serious injury <input type="checkbox"/> Risk to sustainability of clinical services due to potential shortages of key clinical staff <input type="checkbox"/> If we do not achieve safe and efficient patient flow and improve our processes and capacity and demand planning then we will fail the national quality and performance standards <input type="checkbox"/> If we do not have a clear clinical service vision then we may not deliver the best services to patients <input type="checkbox"/> If we do not get good levels of staff engagement to get a culture of continuous improvement then staff morale and patient outcomes may not improve <input type="checkbox"/> If we are unable to resolve our (historic) shortfall in liquidity and the structural imbalance in the Trust's Income & Expenditure position then we will not be able to fulfil our financial duties and address the modernisation of our ageing estate and equipment
Care Quality Commission (CQC) Domains	<input type="checkbox"/> Safe <input type="checkbox"/> Effective <input type="checkbox"/> Caring <input type="checkbox"/> Responsive <input checked="" type="checkbox"/> Well led
<input type="checkbox"/> Receive <input type="checkbox"/> Review <input type="checkbox"/> Note <input checked="" type="checkbox"/> Approve	Recommendation The Trust Board is asked to APPROVE the Annual Report 2013/14

Compliance Status

Requirement	Status	Commentary
Does the Annual Report fulfil the content requirements as set out in the NHS Finance Manual: Manual for Accounts?	AMBER-GREEN	The Communications Director has reviewed the Annual Report against the requirements and has assessed that requirements have been met to a standard sufficient for Board approval.
Does the Annual Report work towards the Annual Reporting requirements for NHS Foundation Trusts?	AMBER-GREEN	Nearly all requirements have been met with the exception of those that are specific to NHS Foundation Trust status (such as the composition of the Council of Governors).
Has the Annual Report been published in accordance with the best practice schedule?	GREEN	Best practice includes approval of the Annual Report alongside the Annual Accounts at the Special Meeting of the Trust Board in June prior to presentation of the Annual Report to the AGM before the end of September. This has been achieved.
Have directors provided the necessary audit declaration?	GREEN	By approving the Annual Report each director will be giving their confirmation. The following statement is included in Section 8 of the Annual Report: "Each director confirms that as far as he/she is aware there is no relevant audit information of which the Trust's auditors are unaware and he/she has taken all the steps that he/she ought to have taken as a director to make him/herself aware of any relevant audit information and to establish that the Trust's auditors are aware of that information."
Has the Annual Report been reviewed by the Auditors?	GREEN	The Annual Report including the Remuneration Report has been reviewed by the Auditors for consistency with the Annual Accounts. An oral report will be provided to the meeting on any further amendments required following the review by Auditors and following Audit Committee on 5 June 2014.
Does the Trust make the Annual Report available in accordance with mandatory requirements?	AMBER-GREEN	The Annual Report will be printed for distribution at the Annual General Meeting and on request. It is also available from the Trust website. It is available on request in other formats. Plans for improvements to accessibility of information are set out in the Trust's Equality and Diversity action plan.
Does the Trust provide shorter and simpler information that is accessible to patient and communities?	GREEN	The Trust publishes a shorter Annual Review which will be published as part of the A Healthier Future newsletter in July 2014.