



CYFARFOD BWRDD PRIFYSGOL IECHYD UNIVERSITY HEALTH BOARD MEETING

DYDDIAD Y CYFARFOD: DATE OF MEETING:	09 June 2022
TEITL YR ADRODDIAD: TITLE OF REPORT:	HDdUHB Annual Report 2021/22
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Steve Moore, Chief Executive
SWYDDOG ADRODD: REPORTING OFFICER:	Professor Phil Kloer, Medical Director/Deputy CEO Huw Thomas, Director of Finance Joanne Wilson, Board Secretary

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Ar Gyfer Penderfyniad/For Decision

ADRODDIAD SCAA SBAR REPORT

Sefyllfa / Situation

The Board is asked, in the first instance, to approve the individual components of the Hywel Dda University Health Board (HDdUHB) Annual Report 2021/22, ensuring that it reflects, in line with guidance in the NHS Wales Manual for Accounts 2021/22, an analysis of the main business, performance and accountabilities, key achievements and successes of the organisation between April 2021 and March 2022.

These components have been considered and approved by the relevant Board Committees prior to the Board and have been brought together, for the Board's approval, into a combined HDdUHB Annual Report and Accounts 2021/22, for presentation at the Annual General Meeting on 28th July 2022 and submission of the final accounts, Annual Governance Statement, Statement of Directors Responsibilities and Remuneration Report to Welsh Government by 15th June 2022.

Cefndir / Background

All NHS bodies are required to publish, as a single document, the Annual Report and Accounts following strict guidance set out by Welsh Government in the NHS Wales Manual for Accounts (Chapter 3). The Annual Report and Accounts is a suite of reports and includes:

- A Performance Report which must include an overview of performance in 2021/22. In light of the ongoing impact the COVID-19 pandemic has had on the delivery of NHS Services in 2021/22, performance-reporting has been integrated into a quality focus narrative report to demonstrate the context of 'what the Health Board has been able to deliver and why'.
- An Accountability Report which must include a Corporate Governance Report, Annual Governance Statement, a Remuneration and Staff Report and a Parliamentary Accountability and Audit Report;
- A full set of audited accounts to include the primary financial statements and notes.

The above suite of documents are ratified independently through the University Health Board and its Committees. The final publication comprises the entire suite of documents and must be made available for distribution at the UHB's Annual General Meeting, to be held on 28th July 2022.

For 2021/22, there was no requirement to prepare a separate Annual Quality Statement, or to prepare a separate Annual Putting Things Right report. Information on dealing with concerns, which complies with the requirements in the NHS (Concerns, Complaints and Redress Arrangements) (Wales) Regulations 2011, has been contained in the Performance Report.

Asesiad / Assessment

The end of year reporting timelines for NHS Wales bodies are as follows:

- Draft accounts to be submitted by 29th April 2022 – completed on time.
- Draft Performance Report Overview, Accountability Report (including the Annual Governance Statement), and Draft Remuneration Report to be submitted by 6th May 2022 – completed on time.
- Final Annual Report (Performance Report Overview, Accountability Report, and Remuneration Report) and Annual Accounts to be submitted by Audit Wales to Welsh Government by Friday 15th June 2022, as a single unified PDF document – to be approved by ARAC and Board on 9th June 2022.
- A public meeting must be held no later than 31st July 2022, at which the Annual Report and audited accounts are presented – AGM to be held on 28th July 2022.

Prior to Board, each of the components of the Annual Report were reviewed and agreed by Board Committees, as follows:

- Performance Report – the Draft Performance Report was forwarded to the Chairs of SDODC and QSEC on 27th April 2022 and ARAC on 5th May 2022 for review, prior to submission to auditors and Welsh Government. The Chair and Chief Executive also received the draft Performance Report for review on 27th April 2022. All feedback received has been addressed ahead of submission to ARAC and Board for approval on 9th June 2022.
- Audited Annual Accounts and Accountability Report for 2021/22 – the Chair and Chief Executive received the final draft of the Accountability Report for review on 27th April 2022. The Draft Annual Accounts and Accountability Report were reviewed at ARAC on 5th May 2022, prior to submission to auditors and Welsh Government. Feedback received has been addressed and the final documentation presented for approval at ARAC and Board on 9th June 2022.

The Annual Report (including the Performance Report, Accountability Report and Financial Statements (Accounts)) are required to be completed and submitted to Welsh Government by 15th June 2022, and presented at the planned Annual General Meeting on 28th July 2022.

Argymhelliad / Recommendation

The Board is asked to approve the following – which together comprise the HDdUHB Annual Report 2021/22 – for presentation at the Annual General Meeting on 28th July 2022 and submission to Welsh Government by 15th June 2022, via Audit Wales, recognising that these have been reviewed and agreed by the relevant Board Committees:

- Performance Report for 2021/22;
- Accountability Report for 2021/22;
- Annual Accounts for 2021/22 (following the presentation of the Audit Wales ISA 260 and Letter of Representation to the Board (agenda item 2.4)).

Amcanion: (rhaid cwblhau) Objectives: (must be completed)	
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable.
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Cynllunio Planning Objectives	All Planning Objectives Apply
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	NHS Wales 2021/22 Manual for Accounts
Rhestr Termiau: Glossary of Terms:	ARAC – Audit & Risk Assurance Committee SDODC – Strategic Development and Operational Delivery Committee QSEC – Quality, Safety & Experience Committee
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to University Health Board:	These have been included in the report

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Not applicable. Due to a reduced workload for our Translation Team in light of coronavirus, it is expected the Annual Report will be translated in-house this year.
Ansawdd / Gofal Claf: Quality / Patient Care:	Not applicable.
Gweithlu: Workforce:	Not applicable.

Risg: Risk:	Associated risk is non-compliance due to unforeseen circumstances and tight deadlines. The process has been actively managed to minimise risks.
Cyfreithiol: Legal:	Associated legal impact is non-compliance with statutory duty to produce Annual Report and Accounts in time for the Annual General Meeting due to unforeseen circumstances and tight deadlines. The process is being actively managed to minimise risks.
Enw Da: Reputational:	Potential for media interest once the Annual Report is published.
Gyfrinachedd: Privacy:	Not applicable – statutory requirement.
Cydraddoldeb: Equality:	Not applicable – statutory requirement.