

**Northumberland, Tyne and Wear NHS Foundation Trust**

**Board of Directors Meeting**

Meeting Date: 24 May 2017

Title and Author of Paper: NTW Quality Account 2016-17  
Lisa Quinn, Executive Director of Commissioning & Quality Assurance

Executive Lead: Lisa Quinn, Executive Director of Commissioning & Quality Assurance

Paper for Debate, Decision or Information: Decision

Key Points to Note:

- To approve the content of the Quality Account 2016-17
- To approve the Statement of Directors' Responsibilities to be approved (Appendix 1 of this paper and Appendix 4 of the Quality Account document)
- The final version of the document will be circulated via the following [weblink](#) to Board members after the May meeting of the Audit Committee has concluded (to be held 17 May 2017).

Risks Highlighted to Board : none

Does this affect any Board Assurance Framework/Corporate Risks?  
Please state Yes or **No**  
If Yes please outline

Equal Opportunities, Legal and Other Implications: None

Outcome Required: The Board of Directors is requested to approve:

- the content of the Quality Account 2016-17,
- the Statement of Directors' responsibilities

Link to Policies and Strategies: N/A

## **BOARD OF DIRECTORS MEETING**

**24 May 2017**

### **Quality Account 2016-17**

#### **PURPOSE**

The purpose of this paper is:

- to present the Board of Directors with the Quality Account 2016-17 (to be known as “Quality Report” within the Annual Report),
- to present the Statement of Directors’ Responsibilities in respect of the content of the 2016-17 Quality Report for inclusion in the published 2016-17 Quality Report within the annual report, and
- to present the Statement of Directors’ Responsibilities in respect of the 2016-17 performance indicators included in the Quality Report to provide to auditors.

#### **BACKGROUND**

The 2016-17 Northumberland, Tyne & Wear NHS Foundation Trust Quality Account will be submitted to NHS Improvement by midday on Wednesday 31<sup>st</sup> May 2017 and uploaded to the NHS Choices website by 30<sup>th</sup> June 2017 in line with national requirements.

The 2017-18 Quality Priorities were approved by the Trust Board in March 2017 and are included within the Quality Account.

The working drafts of the Quality Account have been shared widely both internally (with the Corporate Decisions Team Quality Sub Group, the Audit Committee, the Trust Quality & Performance Committee and the Council of Governors) and externally (with CCG’s, NHS England, Health Overview & Scrutiny Committees, Local Healthwatch and external audit).

Comments received from local partners will be included in the published Quality Account.

#### **EXTERNAL ASSURANCE**

The content of the Quality Account has been audited to ensure it complies with legislation and NHS Improvement requirements, additionally 3 performance indicators have also been audited to assess the accuracy of the systems and processes used to report performance information.

A limited assurance audit report is to be presented to the Audit Committee on 17th May 2017.

## **STATEMENTS OF DIRECTORS' RESPONSIBILITIES**

A statement of directors' responsibilities in relation to the Quality Account/Report is required:

- in respect of the content of the 2016-17 Quality Report for inclusion in the published 2016-17 Quality Report within the annual report
- in respect of the 2016-17 performance indicators included in the Quality Report to be provided to auditors (but not included within the annual report)

This statement (to cover **both** of the above requirements) is included in Appendix 1 of this paper and at Appendix 4 of the Quality Account document.

In considering the draft statement the Board of Directors are asked to refer to the Integrated Commissioning and Quality Assurance Report, Annual Governance Statement and Annual Plan information.

**The Board of Directors are asked to approve this statement.**

## **RECOMMENDATIONS**

The Board of Directors are asked to:

1. Approve the 2016-17 Quality Account
2. Approve the Statement of Directors' Responsibilities:
  - a. in respect of the content of the 2016-17 Quality Report
  - b. in respect of the 2016-17 performance indicators included in the Quality Report.

**Lisa Quinn**

**Executive Director of Commissioning & Quality Assurance**

**May 2017**

### Statement of Directors' Responsibilities in respect of the Quality Report

The directors are required under the Health Act 2009 and the National Health Service (Quality Accounts) Regulations to prepare Quality Accounts for each financial year.

NHS Improvement has issued guidance to NHS foundation trust boards on the form and content of annual quality reports (which incorporate the above legal requirements) and on the arrangements that foundation trust boards should put in place to support the data quality for the preparation of the quality report.

In preparing the Quality Report, directors are required to take steps to satisfy themselves that:

- the content of the Quality Report meets the requirements set out in the NHS Foundation Trust Annual Reporting Manual 2016-17 and supporting guidance
- the content of the Quality Report is not inconsistent with internal and external sources of information including:
  - Board minutes and papers for the period April 2016 to May 2017
  - papers relating to quality reported to the Board over the period April 2016 to May 2017
  - feedback from Commissioners dated May 2017
  - feedback from governors dated May 2017
  - feedback from Local Healthwatch organisations dated May 2017
  - feedback from Overview and Scrutiny Committees dated May 2017
  - the Trusts complaints information presented to the Board that has not yet been published under regulation 18 of the Local Authority, Social Services and NHS Complaints Regulations 2009, dated May 2017
  - the 2016 national patient survey
  - the 2016 national staff survey
  - the Head of Internal Audit's annual opinion over the trust's control environment dated May 2017
  - CQC inspection report dated 1 September 2016

- the Quality Report presents a balanced picture of the NHS foundation trust's performance over the period covered;
- the performance information in the Quality Report is reliable and accurate;
- there are proper internal controls over the collection and reporting of the measures of performance included in the Quality Report; and these controls are subject to review to confirm that they are working effectively in practice;
- the data underpinning the measures of performance reported in the Quality Report is robust and reliable, conforms to specified data quality standards and prescribed definitions, is subject to appropriate scrutiny and review; and
- the Quality Report has been prepared in accordance with NHS Improvement's annual reporting manual and supporting guidance (which incorporates the Quality Accounts Regulations) as well as the standards to support data quality for the preparation of the Quality Report.

The directors confirm to the best of their knowledge and belief that they have complied with the above requirements in preparing the Quality Report.

By order of the Board

24 <sup>th</sup> May 2017		Alexis Cleveland	Acting Chair
24 <sup>th</sup> May 2017		John Lawlor	Chief Executive