

## REPORT TO THE TRUST BOARD (PRIVATE)

<b>REPORT TITLE</b>	Annual Planning Process
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<b>EXECUTIVE SPONSOR</b>	Arshiya Khan, Chief Strategy and Transformation Officer
<b>DATE OF MEETING</b>	14 December 2021
<b>PRESENTED FOR</b>	Information
<b>ITEM PREVIOUSLY CONSIDERED BY</b>	Hospital Management Committee, Executive Team Meeting

**Presented For: Definitions**

Information	For information only. Not to be discussed at meeting unless members have specific questions.
Discussion	For discussion and possibly future decision. This includes items presented for assurance.
Decision	For approval and/or when any other decision is required

### PURPOSE OF THE REPORT

The Board is asked to review the Annual Planning process proposed for 2022-23.

### RISKS RELEVANT TO THE PAPER

Risk ID	Risk Description
	N/A

**RISK APPETITE RELEVANT TO THE PAPER** (insert relevant section from Risk Appetite Statement from Risk Management Policy)

DOMAIN	TRUST RISK APPETITE LEVEL	DESCRIPTION OF RISK APPETITE
N/A	N/A	N/A

### THE COMMITTEE IS ASKED TO:

1. Approve the annual planning process for 2022-2023 along with the recommended timeframes.



**STRATEGIC GOALS THIS REPORT SUPPORTS** *(Check all that apply)*

Delivering outstanding care and experience	✓
Recruiting developing and retaining our workforce	✓
Improving and developing our services and infrastructure	✓
Working together with local health and social care providers	✓
Delivering financial sustainability	✓

**OTHER IMPLICATIONS OF THE PAPER**

<b>Legal/ Regulatory Relevance:</b>	NHS organisations are required to develop annual plans in accordance with the annual planning guidance for delivery of the various statutory and regulatory standards.
<b>NHS Constitution Delivery</b>	Annual plans should confirm with the NHS Constitution.
<b>Freedom of Information Release</b>	This report can be released under the Freedom of information Act 2000

**Equality and Diversity Implications** *(Check all that apply)*

Age	Gender	Ethnicity	Disability	Pregnancy/ Maternity	Marriage/ Civil Partnership	Religion/ Belief	Sexual Orientation	Gender Reassignment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Additional comments</i> <b>N/A</b>								

## **1. EXECUTIVE SUMMARY**

A Trust annual plan for 2022/23 will be prepared to set a sound basis for the next financial year. This paper describes the process which will commence in November and produce a draft plan by March 2022.

The Board will develop a small number of priorities at the Joint HMC/Board in November, develop the activity, finance and workforce plans by February 2022, with the anticipation that national planning guidance will be issued in December, and the final plan will be brought for approval to the Board in March. These dates may be subject to change based on national planning guidance which from previous experience is often delayed.