

| Annex 2 | | | |
|---|---|------------------------|------------------------|
| 2016-17 Annual Report and Accounts: Proposed Contents (New) | | | |
| | | Division/Section | Responsible Person |
| 1 Performance report | | | |
| | Chairman's foreword | Directorate | Aidan McIvor |
| | Chief Executive's perspective on performance of the organisation | Directorate | Aidan McIvor |
| Overview | Purpose and activities of the organisation | Policy | Jonathan Mogford |
| | - MHRA at a glance/our highlights | | |
| | - Overview - CPRD | CPRD | Janet Valentine |
| | - Overview - NIBSC | NIBSC | Dr Christian Schneider |
| | - Overview - regulator | Regulator | All Divisions |
| | Key issues and risks that could affect the entity in delivering its objectives. Risks and uncertainties at 31 March 2017 | Finance | Salim Master |
| Performance analysis | Information on how the entity measures performance i.e. what the entity sees as its key performance measures and how it checks performance against those measures | | |
| | Performance Against Targets 2016/17 | Policy | Jonathan Mogford |
| | Performance Measures 2017/18 | Policy | Jonathan Mogford |
| | Key Financials/Our Financial Review | Finance | Salim Master |
| | Sustainability report | Facilities | Stephen Murray |
| 2 Accountability report | | | |
| Corporate governance report | Directors report | | |
| | Agency Board | Directorate | Aidan McIvor |
| | Director's interests | Finance | Salim Master |
| | Statement of Accounting Officer's Responsibilities | Finance | Salim Master |
| | Governance statement | | |
| Remuneration and staff report | Remuneration report | | |
| | Remuneration policy | HR | Vanessa Birchall-Scott |
| | Service Contracts | HR | Vanessa Birchall-Scott |
| | - CET duration of contracts, notice periods and termination payments | | |
| | - AB fixed term contracts appointed by Appointments Commission | | |
| | Remuneration and Pension entitlements | HR | Vanessa Birchall-Scott |
| | - Pay committee membership for setting CET salaries | | |
| | - Chairman and Chief Executive set by DH senior salary review process | | |
| | CET salaries, bonus and benefits table | Finance | Salim Master |
| | Board salaries, bonus and benefits table | | |
| | Disclosure of remuneration, bonus and benefits in kind information | | |
| | Fair pay disclosure | | |
| | Pension benefits table | | |
| | CETV | | |
| | Real increase in CETV | | |
| Staff report | | | |
| Staff costs | Finance | Salim Master | |
| Staff resources | Finance | Salim Master | |
| Staff composition - gender analysis | Finance | Salim Master | |
| Staff composition - ethnic breakdown | HR | Vanessa Birchall-Scott | |
| Sickness Absence | HR | Vanessa Birchall-Scott | |
| Staff policies | HR | Vanessa Birchall-Scott | |
| Spend on Consultancy and Temporary Staff | Finance | Salim Master | |
| Exit packages and severance payments | Finance | Salim Master | |
| Off payroll information | Finance | Salim Master | |
| Parliamentary accountability and audit report | | | |
| Contingent liabilities | Finance | Salim Master | |
| Fees and charges | Finance | Salim Master | |
| Losses and special payments | Finance | Salim Master | |
| any other significant payments | Finance | Daren Jones | |
| The certificate and report of the Comptroller and Auditor General to the Houses of Parliament | | NAO | |
| 3 Financial Statements | | | |
| | STATEMENT OF COMPREHENSIVE INCOME for year ended 31 March 2017 | Finance | Salim Master |
| | STATEMENT OF FINANCIAL POSITION as at 31 March 2017 | Finance | Salim Master |
| | STATEMENT OF CASH FLOWS for the year ended 31 March 2017 | Finance | Salim Master |
| | STATEMENT OF CHANGES IN TAXPAYERS' EQUITY for the year ended 31 March 2017 | Finance | Salim Master |
| | Notes to the Accounts | Finance | Salim Master |
| | Events after the reporting period | Finance | Salim Master |
| | HM Treasury minute dated 27 March 2017 | Finance | Salim Master |

