

**Item: 03(a)**

**Title: Draft Annual Report & Accounts 2023/24**

<b>Gweithredu / Action required</b>	To approve and adopt.
<b>Amseru / Timing</b>	Urgent
<b>Argymhelliad / Recommendation</b>	It is recommended that the Board notes the draft Annual Report and Accounts 2023/24 and approves and adopts the documentation as recommended by the Audit and Risk Assurance Committee.
<b>Risg / Risk</b>	There is the potential for a reputational risk if Llais does not meet its statutory obligations and requirements to publish an annual report and audited accounts within the required timeframes.
<b>Cyllid / Finance</b>	There are no direct financial implications in approving this report. However, the report and the annual report and accounts contain detailed financial information regarding Llais.
<b>Amcan Cynllun Corfforaethol / Corporate Plan Objective/Amcan Rhaglen/ Programme objective</b>	<p>This report relates to the Llais financial and corporate governance arrangements.</p> <p>This work relates particularly to objective 5 – which is to grow and improve as an organisation and be a trusted organisation that is valued by everyone.</p> <p>Good financial and corporate governance arrangements are important enablers for the successful operation and delivery of all aspects of the work of Llais and therefore, achieving all key objectives.</p>
<b>Ecwiti, Amrywiaeth a Chynhwysiant / Equity, Diversity &amp; Inclusion</b>	This report does not directly impact in this area. However, key aspects of these areas are covered in the content of the draft Annual Report.
<b>Cyfathrebu / Communications</b>	<p>Please tick one of the following boxes if this activity will have an impact on:</p> <p><b>Internal:</b> our people <input checked="" type="checkbox"/></p> <p><b>External:</b> our customers/partners/stakeholders <input checked="" type="checkbox"/></p>

	<b>External:</b> our organisation's reputation <input checked="" type="checkbox"/>
<b>Cymeradwyaeth / Approval/Clearance</b>	This paper has been cleared by Alyson Thomas, Chief Executive
<b>Trafodaethau/ Penderfyniadau Blaenorol / Previous discussions/decisions</b>	The Audit, Risk and Assurance Committee has previously discussed the Annual Report and Accounts documentation and processes for finalisation and approval at its meeting in June 2024, at a special meeting on the 20 August 2024 and a further special meeting on the 27 November 2024 where it was resolved to recommend to the Board the adoption of the documentation.
<b>Awdur/ Cyflwyno / Author/presenting</b>	Alun Lloyd, Financial Adviser, Joanne Bolton, Strategic Director of Operations and Corporate Services and Richard Bevan, Interim Board Secretary
<b>Dyddiad / Date</b>	5 December 2024
<b>Cefndir / Background</b>	
<p>As a statutory public body, a Welsh Government Sponsored Body (WGSB), Llais is required to publish Annual Accounts and an Annual Report.</p> <p>While Annual Accounts and an Annual Report for 2022/23 were limited, covering the establishment phase in the development of Llais, the more comprehensive Annual Accounts and Annual Report for 2023/24 reflects the full activities, performance, and governance of Llais, as an established and operational organisation.</p>	
<b>Manylion / Detail</b>	
<p>The Audit, Risk and Assurance Committee (ARAC) on behalf of the Board has:</p> <ul style="list-style-type: none"> <li>• Considered the legislation setting out the Annual Accounts, Annual Report, and auditing requirements</li> <li>• discussed the initial draft Annual Report and Accounts 2023/24 as presented at a meeting on 19 June 2024</li> <li>• further considered the developing documentation at a meeting on the 20 August 2024, where the committee endorsed the submission of the Draft Annual Report and Accounts 2023/24 to meet the legislation set deadline of 31 August 2024. The submission was made to Auditor General for Wales and Welsh Ministers</li> <li>• actively commented on the documentation between meetings</li> <li>• held a further meeting on the 27 November 2024, where the feedback from the audit undertaken by Audit Wales was received and the committee</li> </ul>	

agreed to recommend to the Board the approval of the Llais Annual Report and Accounts for 2023/2024.

The draft Annual Report and Accounts presented to the Board for approval and adoption contain:

- Performance Report
- Accountability Report, containing:
  - Corporate Governance Report, including:
    - Directors' Report
    - Statement of Accounting Officer's Responsibilities
    - Governance Statement
  - Remuneration Report
  - The Certificate and independent auditor's report of the Auditor General for Wales to the Senedd.
- Financial Statements
  - Statement of Comprehensive Net Expenditure
  - Statement of Financial Position (the balance sheet)
  - Statement of Cash Flows
  - Statement of Changes in Taxpayer's Equity
  - Notes to the accounts

The Audit, Risk and Assurance Committee also received an overview and considered the Audit Wales Audit of Accounts Report (including ISA 260), which is presented separately to the Board. Please note that the Letter of Representation from Llais to Audit Wales is included in Appendix 2 of the Audit of Accounts Report.

Llais management and the Audit and Risk Assurance Committee are grateful to Audit Wales for the support, close working arrangements and dialogue throughout the audit of the Annual Report and Annual Accounts 2023/24.

### **Recommendations**

The Board is asked to:

- note the contents of this report
- confirm the noting of the content of Audit of Accounts Report (including ISA 260) from Audit Wales considered earlier in the agenda
- Note the recommendation of the Audit and Risk Assurance Committee
- Approve the draft Annual Report and Accounts 2023/24 and approve the signing of the documentation by the Chair and Chief Executive.

The required signing will be

- Chief Executive to sign Performance Overview (page 10)
- Chief Executive to sign Performance Analysis (page 49)
- Chief Executive to sign Statement of Accounting Officer's Responsibilities (page 51)
- Chief Executive to sign the Governance Statement (page 69)
- Chief Executive to sign the Remuneration and Staff Report (page 90)
- Chief Executive to sign Statement of Financial Position (page 99)
- Chief Executive and Chair to sign the Letter of Representation.