



Gangmasters &
Labour Abuse Authority

GLAA65/19 Annual Report and Accounts 2018-19 update

24 July 2019

Board Paper Reference GLAA65/19 – Annual Report and Accounts 2018-19 update

1. Purpose of the Report

- 1.1 To update the Board on progress in writing the 2018-19 Annual Report and Accounts and agree a mechanism for sign off.

2. Recommendation

- 2.1 That the Board note the work to date on the 2018-19 Annual Report and Accounts (ARA).
- 2.2 That the Board agree to receive a full draft of the ARA by circulation for comment and delegate final approval to the Chair of the Board in liaison with the Audit and Risk Committee at its meeting on 3rd October.

3. Reasons for Recommendation

- 3.1 The version of the ARA circulated here is a 'work in progress' and therefore it is proposed that the Board provide comments on a more complete version once prepared. The Chair is working with officers to support the drafting process and whilst this process continues it is suggested that the Board await a 'comment ready' version rather than provide detailed comments on this version.
- 3.2 This approach will also allow an opportunity for the NAO to have taken an initial view before their fieldwork begins in the autumn. Given that the Board does not meet again for a formal Board meeting until November, it is proposed that a version is prepared for comment and sent by circulation in early autumn and that the Chair is delegated to give final approval in liaison with the Audit and Risk Committee at its October meeting. Provision for an approval mechanism ahead of the November Board meeting is required in order to avoid delaying the critical path for laying the report prior to the end of the calendar year.

4. Summary of Key Points

- 4.1 The Board was updated on the work taking place on the ARA at its May meeting, together with an indicative schedule. There have been some delays in this schedule, though this has primarily affected the narrative in the report rather than the accounts. Despite the delays, there is still time to deliver the ARA in line with the aim of laying this before Christmas and the mechanism proposed above will help enable this recovery of time.
- 4.2 Consideration has been given to the experience of preparing the 2017-18 ARA and improvements made in order to avoid the significant delays experience. Dialogue with the NAO has been maintained on a regular basis in order to mitigate the risk of delays.

5. Financial Implications and Budget Provision

- 5.1 Provision is already made within the budget for the NAO work, though a repeat of the 2017-18 experience could lead to the costs exceeding the provision.

6. Organisational Risks

- 6.1 There are reputational risks of delays to the 2018-19 process, as well as opportunity costs if the process ends up being as resource intensive for the organisation, in particular causing a drain on the time of the finance team.

7. Policy Implications and Links to Strategic Priorities

- 7.1 The 2018-19 business plan includes the strategic objective (6) *Provide efficient and effective services, sound governance, robust risk management and value for money.*

8. Details of Consultation/EQIA

- 8.1 NAO have been engaged in the process to date.

9. Background Papers and Relevant Published Documents

- 9.1 none

Report Author: Michael Rich, CEO

Senior Responsible Officer: Michael Rich, CEO