

Audit and Risk Committee

Report title: Draft annual report and accounts 2024/25 – accountability report (Part B)

Meeting date: 24 April 2025

Time required: 10 mins

Presenter: Louise Byers

RAPID Role: Input

Publication decision: Report can be published internally and externally. The draft annual report in Annex 1 is not for publication internally or externally.

Problem Statement

How might we ensure that the Audit and Risk Committee has the opportunity to scrutinise the draft accountability report (Part B) of the annual report and accounts for 2024/25, prior to this being finalised in the coming months.

Input requested

The Committee is requested to review the draft accountability report and provide any comments or amendments to Corporate Governance, particularly in terms of any areas for significant addition or change, or to identify any areas which would be expected to be included but have been overlooked. Comments are welcomed either in the meeting or via email following the meeting.

Summary of attached document

The draft accountability report is attached at Annex 1. The key points to bring to the Committee's attention are:

- Some of the remuneration, staffing and financial figures are outstanding at this point, as they are reliant on completion of year end processes and the external audit.
- Pensions information has been requested from MyCSP. They have confirmed that pensions information for the ICO is in tranche one of information that they will provide, [which they are aiming to issue to](#)

[employers by 9 June 2025](#). Information for the 2023/24 pensions benefits, which were not available in time to be included in the 2023/24 annual report, have been provided and included in this draft.

- As part of the creation of the report, we have reviewed [the NAO's disclosure checklists](#) to ensure that all relevant disclosures are included within the annual report and accounts as it is being drafted. The checklists we are working towards have been shared with Deloitte and NAO and completed checklists will be shared with them as part of the audit.

Next steps

The next steps for this work are:

- People Committee will review the people-related parts of the meeting by email before the end of April.
- A draft of the full annual report will be shared with the external auditors on 2 May, to assist with their audit.
- A near-final draft of the report will be shared with Management Board during May for their review, although it is expected that some financial information (notably the financial statements) will still be outstanding at that point as the audit will be ongoing.
- The final version of the report will be brought to the Committee on 16 June for review and recommendation for the Commissioner to sign the report and submit to the NAO for certification.

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List of annexes: Annex 1 – Draft 2024/25 Accountability Report (Part B of 2024/25 annual report and accounts)