

**Item: 19**

**Title: Board Work Programme and Forward Plan**

<b>Gweithredu / Action required</b>	For information
<b>Amseru / Timing</b>	May 2025
<b>Argymhelliad / Recommendation</b>	The Board is asked to note this report in preparation for finalisation of the programme and forward plan.
<b>Risg / Risk</b>	If the Board does not develop and agree a work programme and forward plan, there is the risk Llais will be operating and/or making decisions that do not align with its required statutory requirements, its own Standing Orders and the priorities of the Llais Annual Plan.
<b>Cyllid / Finance</b>	There are no direct financial implications for this report.
<b>Amcan Cynllun Corfforaethol / Corporate Plan Objective</b>	<p>This report relates particularly to our priority to grow and improve as an organisation and be a trusted organisation that is valued by everyone.</p> <p>Good governance arrangements will be important enablers for the successful operation and delivery for all aspects of the work of Llais and therefore, achieving all key objectives.</p>
<b>Ecwiti, Amrywiaeth a Chynhwysiant / Equity, Diversity &amp; Inclusion</b>	The are no direct implications for the equity, diversity and inclusion approaches of Llais.
<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> <p><b>External:</b> our organisation's reputation <input checked="" type="checkbox"/></p>

<b>Cymeradwyaeth / Approval/Clearance</b>	Chief Executive
<b>Trafodaethau/ Penderfyniadau Blaenorol / Previous discussions/decisions</b>	The Board has had in place a work programme and forward plan since its establishment, which has been regularly reviewed and updated.
<b>Awdur/ Cyflwyno / Author/presenting</b>	Richard Bevan, Interim Board Secretary
<b>Dyddiad / Date</b>	9 May 2025
<b>Cefndir / Background</b>	
<p>Work is underway to develop a work programme and forward plan for the Board to cover the financial year 2025/26. As in previous years the forward plan will include required standing items, items for decision, discussion and information.</p> <p>These areas of work will align with the Llais Annual plan and agreed areas of business and assurance/compliance as outlined in the Board Assurance Framework. There will also be a range of development, awareness and training activities (including e-learning), which will be covered in the work programme and forward plan.</p> <p>The Board adjusted its approach to agenda and consideration of key areas of business for its January 2025 meeting to prioritise its consideration of people’s stories, representations made to and by Llais, an outline of priority areas in representing people’s voices and promoting more detailed consideration of performance and operational activity. It also agreed that a series of new style reports and dashboards will be increasingly used for 2025/26.</p> <p><b>Board Effectiveness Review:</b> The board also undertook a comprehensive Board Effectiveness Review at its meeting at the end of April 2025. This session reviewed its effectiveness and identified a number of key areas for development in the coming year. This is currently being written up and will inform the finalisation of a work programme and forward plan for the Board in relation to both its formal in Public Board meetings and its development sessions.</p> <p>The meetings of the Board for 2025/26 are outlined below including the nature of each meeting and the geographical location for each meeting. The Board during the coming year will also be focusing on one of the priorities of the Annual Plan, which is to further promote engagement</p>	

with communities and the public. It is looking at new and different ways to hold its meetings to ensure that as many interested people can attend and also to further develop the ways in which meetings are organised and run to promote further openness and transparency.

The agreed meetings of the Board are as follows (these dates are already advertised on Llais's website along with information about attending the meeting in person or via an online platform):

23 April 2025 – Cwm Taf Morgannwg region – Merthyr Tydfil (completed)  
21 May 2025 – West Wales region - Aberystwyth (current meeting)  
30 July 2025 – North Wales region  
24 September 2025 – Neath Port Talbot & Swansea region  
26 November 2025 – Cardiff & Vale region  
28 January 2026 – Gwent region  
25 March 2026 - Powys region

The Board will also hold a number of development and training sessions for Board members only, and these are:

23 April 2025 (completed)  
18 June 2025  
22 October 2025  
17 December 2025  
24 March 2026

The Board will also organise, should they be required, additional sessions during the year for additional development and the approval of any key documents such as the annual report and accounts. These will be added to the work programme and forward plan, as appropriate.

## **Manylion / Detail**

The Board is asked to note this report in readiness for further discussion at the June Board development session and confirmation of the work programme and forward plan at the July meeting of the Board.