

**MEETING: 18 JUNE 2020**

**REPORT BY: SECRETARY TO THE COMMISSION**

**DRAFT ANNUAL REPORT 2019/20**

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## **Purpose**

1. This report proposes the Commission's annual report for 2019/20 and associated publication arrangements.

## **Background**

2. Each year, the Commission publishes its annual report which presents the Commission's work in the year to 31 March 2020. The report includes a progress report against the Commission's annual action plan, which it approves each year as part of the annual refresh of its five-year rolling strategy.
3. This year for the first time the report also combines progress with its work programme and its engagement activity into a single document. The Commission approved this more streamlined reporting format at its Mid-Year Strategy Seminar in September 2019.

## **Annual report and annual action plan progress report**

4. The proposed annual report is attached in the **Appendix**. The report will be refined further before publication as required to include updated links to other soon-to-be-published reports including the Local Government Overview:2020, and the Quality of Public Audit report. The Commission is invited to consider the draft and suggest appropriate revisions.
5. This year's report takes a similar format to last year's, reporting on our national work across councils, our Best Value work in individual councils, audit quality, and how we promote our work and engage with others. This is the second year in which we include additional information on the impact of audit work through:
  - outlining progress against last year's Best Value Assurance Reports as reported through the annual audit
  - providing headline messages from performance audit reports and associated impact reports
  - summarising progress against the Commission's strategic audit priorities, as noted in the Controller of Audit's Annual Assurance and Risks report (considered at the Commission's January meeting).
6. Another important recent addition has been the reporting by the Commission, through this annual report, of its assurance about the quality of audit work that it commissions to fulfil its responsibilities. This assurance is based upon the annual audit quality report produced by the Associate Director of Audit Quality and Appointments, which the Commission considered and endorsed at its previous meeting. It forms an important part of the Commission's public reporting obligations.

## **Publication arrangements**

7. It is proposed that the annual report be published on 2 July 2020. In line with the Commission's principles in responding to the Covid-19 emergency, the report will not be subject to a full media release (and thus will take a similar approach to the publication of the local government overview report). We will however notify all key local government stakeholders of its publication, including chief executives, leaders, councillors, and Scottish Government representatives. It will also be placed on the Commission's website.

## **Conclusion**

8. The Commission is invited to consider and approve the attached annual report and associated publication arrangements.

**Paul Reilly**  
**Secretary to the Commission**  
**3 June 2020**

**APPENDIX: DRAFT COMMISSION ANNUAL REPORT 2019/20**

**See separate paper**