

## **ANNUAL REPORT 2010/11**

1. Although, as an advisory Non Departmental Public Body, the Commission is not required to publish annual reports, it has done so since the 1997/98 financial year. Since the first annual report, Members have required that the reports should be brief and include details relating to:-

- a) the sponsoring Department;
- b) the Commission's remit and membership;
- c) the budget; and
- d) the work programme.

2. A draft of the annual report for 2010/11 is attached at Appendix A and it follows the outline recorded above. Members are asked to consider the draft report and to inform the Secretariat at the meeting of any further amendments required. The first draft was circulated by e-mail to Members and the amendments have been included in the draft.

3. The figures required for the tables on pages 9-11, and in paragraphs 19 and 21, will be included once they have been agreed with the sponsor division of the Cabinet Office: this will probably be in early to mid May. Any areas of the report shown in red ink will be checked and updated before the report is released.

4. Once agreed, a copy of the report will be placed on the Commission's website, made available to others on request, and copies will be sent to:-

- ◆ the Speaker of the House of Commons;
- ◆ the Elections and Democracy Division of the Cabinet Office;
- ◆ the Electoral Commission;
- ◆ all Parliamentary and local government boundary Commissions;
- ◆ the House of Commons Library;
- ◆ the headquarters of the three main Parliamentary political parties;
- ◆ the Green Party;
- ◆ Ordnance Survey;
- ◆ the Statistics Authority; and
- ◆ the National Audit Office.