

## TRAFFORD COUNCIL

**Report to:** Accounts and Audit Committee  
**Date:** 22 July 2021  
**Report for:** Approval  
**Report of:** Audit and Assurance Manager

### Report Title

**Accounts and Audit Committee – Work Programme – 2021/22**

### Summary

**This report sets out the proposed work programme for the Committee for the 2021/22 municipal year.**

**It outlines areas to be considered by the Committee at each of its meetings, over the period of the year. The work programme helps to ensure that the Committee meets its responsibilities under its terms of reference and maintains focus on key issues and priorities as defined by the Committee.**

**The work programme has been produced taking into account the Accounts and Audit (Amendment) Regulations 2021 which set out statutory deadlines for completion of the Council's Accounts and Annual Governance Statement.**

**The work programme is flexible and can have items added or rescheduled if this ensures that the Committee best meets its responsibilities.**

### Recommendation

**The Accounts and Audit Committee is asked to approve the 2021/22 work programme.**

### Contact person for access to background papers and further information:

**Name:** Mark Foster – Audit and Assurance Manager  
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**Background Papers:** None

Committee Meeting Dates	Areas of Responsibility of the Committee					
	Internal Audit	External Audit	Risk Management	Governance (including Annual Governance Statement)	Anti- Fraud & Corruption Arrangements	Accounts / Financial Management
22 July 2021	Agree Committee's Work Programme for 2021/22 Training workshop to be arranged outside of the meeting on the 2020/21 Financial Outturn and Statement of Accounts.					
	- 2020/21 Head of Internal Audit Annual Report	- Annual Audit Letter 2019/20 - Audit Strategy Memorandum 2020/21 - Audit Progress Report	- Strategic Risk Register Report	- 2020/21 Draft Annual Governance Statement - Accounts and Audit Committee 2020/21 Annual Report to Council		- Treasury Management update (Annual Performance Report 2020/21) -2020/21 Revenue Budget Monitoring Outturn and Capital Investment Programme Outturn Reports - 2021/22 Budget Monitoring Report (Period 2 report to be circulated at a later date following the meeting)
28 September 2021						
	- Internal Audit Monitoring Report	- 2020/21 Audit Completion Report	- Asset Investment Strategy update  (Also see Financial Management – Insurance Performance Report 2020/21)	- 2020/21 Annual Governance Statement (final version)	- Counter Fraud and Enforcement Team Update Report	- Approval of Annual Statement of Accounts 2020/21 - Insurance Performance Report 2020/21 - 2021/22 Budget Monitoring Report (Period 4 report)

Committee Meeting Dates	Areas of Responsibility of the Committee					
	Internal Audit	External Audit	Risk Management	Governance (Including Annual Governance Statement)	Anti- Fraud & Corruption Arrangements	Accounts/Financial Management
25 November 2021	- Internal Audit Monitoring Report	- 2020/21 Annual Audit Letter	- Strategic Risk Register Report.			- Treasury Management : 2021/22 Mid-Year Performance Report - 2021/22 Budget Monitoring Report (Period 6)
2 February 2022	Treasury Management training to be arranged.					
	- Internal Audit Monitoring Report	- Audit Progress Update	- Strategic Risk update - Cyber Security		(Ant-Fraud update, within Internal Audit monitoring report)	- Treasury Management Strategy - 2021/22 Budget Monitoring Report (Period 8)
22 March 2022	- 2022/23 Internal Audit Plan / Internal Audit Charter and Strategy	- Audit Strategy Memorandum (for year-ending 31 <sup>st</sup> March 2022)	- Strategic Risk Register Report	- Report on arrangements for 2021/22 Annual Governance Statement		- 2021/22 Budget Monitoring Report (Period10) -Accounting Policies - Procurement update (STAR)