

## TRAFFORD COUNCIL

**Report to:** Accounts and Audit Committee  
**Date:** 25 September 2024  
**Report for:** Information  
**Report of:** Audit and Assurance Manager

### Report Title

**Accounts and Audit Committee – Work Programme – 2024/25**

### Summary

**This report sets out the work plan for the Committee for the 2024/25 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 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 note the 2024/25 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
26 June 2024	Agree Committee's Work Programme and consider training in 2024/25					
	- 2023/24 Head of Internal Audit Annual Report	- External Audit Strategy Memorandum	- Strategic Risk Register Report	- 2023/24 Draft Annual Governance Statement - Accounts and Audit Committee 2023/24 Annual Report to Council	- Counter Fraud Team Update Report	-2023/24 Revenue Budget Monitoring Outturn and Capital Investment Programme Outturn Reports (circulated to Members in July 2024 after the report shared with the Executive)
25 September 2024	Training: Treasury Management – briefing as part of meeting					
	- Internal Audit Monitoring Report (Q1 2024/25)	- External Audit Progress Report	- Strategic risk update: Public Health Investment			-Treasury Management update (Annual Performance Report 2023/24) - 2024/25 Budget Monitoring, project updates and Prudential Indicator Reports (Period 4)

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
21 November 2024	- Internal Audit Monitoring Report (Q2 2024/25)	-2022/23 Audit Completion Report -2022/23 Auditor's Annual Report -2023/24 Auditor's Strategy Memorandum	- Strategic Risk Register Report. - Strategic Risk update: Asset Investment Strategy  (See Financial Management – Insurance Performance 2023/24)			-Annual Statement of Accounts 2022/23 - Treasury Management: 2024/25 Mid-Year Performance Report - 2023/24 Insurance Performance Report - 2024/25 Budget Monitoring, project updates and Prudential Indicator Reports (Period 6)

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
5 February 2025	Training briefing to be arranged before meeting - Treasury Management					
	- Internal Audit Monitoring Report (Q3 2024/25)	-2023/24 Audit Completion Report -2023/24 Auditor's Annual Report	-Strategic risk update: Cyber Security	- 2023/24 Final Annual Governance Statement	(National Fraud Initiative update, within Internal Audit monitoring report)	-Annual Statement of Accounts 2023/24 - Treasury Management Strategy - 2024/25 Budget Monitoring, project updates and Prudential Indicator Reports (Period 8) - Procurement update (STAR)
19 March 2025						
	- 2025/26 Internal Audit Plan / Internal Audit Charter and Strategy	- External Audit Progress Report	- Strategic Risk Register Report - Strategic risk update: Climate change emergency			- 2024/25 Budget Monitoring, project updates and Prudential Indicator Reports (Period10) -Financial Management Code update -Accounting Policies