

TRAFFORD COUNCIL

Report to: Accounts and Audit Committee
Date: 28 March 2017
Report for: Information
Report of: Audit and Assurance Manager

Report Title

Accounts and Audit Committee – Work Programme – 2016/17

Summary

This report sets out the updated work plan for the Committee for the 2016/17 municipal year i.e. items covered during the year in addition to the agenda for the March 2017 meeting.

It outlines areas considered by the Committee at each of its meetings, over the period of the year. The work programme has assisted in ensuring that the Committee has met its responsibilities under its terms of reference and maintained focus on key issues and priorities as defined by the Committee.

The work programme has been flexible and as well as covering all the items planned at the start of the year, other items have been added through the year.

Recommendation

The Accounts and Audit Committee is asked to note the 2016/17 work programme.

Contact person for access to background papers and further information:

Name: Mark Foster – Audit and Assurance Manager
Extension: 1323

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 |
| 28 June 2016 | Agree Committee's Work Programme for 2016/17 (including consideration of training and development). Training & Development/Presentation (June) - Draft accounts (provided outside Committee) | | | | | |
| | - 2015/16 Head of Internal Audit Annual Report | - Audit Progress Report | - Update on Strategic Risk Issue (Loss / retention of Senior Managers) | - Review 2015/16 draft Annual Governance Statement - Accounts and Audit Committee 2015/16 Annual Report to Council | | - Pre-audited 2015/16 accounts - 2015/16 Revenue Budget Monitoring Outturn and Capital Investment Programme Outturn reports - Treasury Management update (including Annual Performance Report 2015/16) - Insurance Performance Report 2015/16. |
| 29 September 2016 | Business Rates presentation. | | | | | |
| | - Q1 Internal Audit Monitoring Report | - Audit Findings Report | | - 2015/16 Annual Governance Statement (final version) | - Counter Fraud Team Update (including 2015/16 Benefit Fraud Investigation) - Office of Surveillance Commissioners – outcome of inspection. (Covered under an Exclusion Resolution). | - Approval of Annual Statement of Accounts 2015/16 - Budget Monitoring Report. |

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|-------------------------|---|---|--|--|--|---|
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| 23 November 2016 | - Q2 Internal Audit monitoring report | - Annual Audit Letter - Audit Update - Options for Appointment of External Auditor. | - Strategic Risk Register Monitoring Report | | - Fraud reporting update – awareness raising | - Treasury Management : mid-year performance report - Budget Monitoring Report |
| 7 February 2017 | Training and Development : Treasury Management (to be undertaken in advance of the Committee meeting) | | | | | |
| | - Q3 Internal Audit monitoring report | - Audit Update (including Grant Claims summary) - External Auditor Appointment Process | | - Report on arrangements for 2016/17 Annual Governance Statement. - Consider improvement actions taken in 2016/17 in respect of a 2015/16 governance issue : Reshaping Trafford | | - Treasury Management Strategy - Budget Monitoring Report |
| 28 March 2017 | - 2017/18 Internal Audit Plan - Internal Audit Charter and Strategy /Public Sector Internal Audit Standards update | - Audit Plan / update | - Strategic Risk Register Monitoring Report - Risk Management Policy and Strategy | | - Anti-Fraud and Corruption Policy and Strategy. | - Budget Monitoring Report. |