

TRAFFORD COUNCIL

Report to: Accounts and Audit Committee
Date: 27 June 2013
Report for: Approval
Report of: Audit and Assurance Manager

Report Title

Accounts and Audit Committee – Work Programme – 2013/14

Summary

This report sets out the proposed work plan for the Committee for the 2013/14 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 approve the 2013/14 work programme.

Contact person for access to background papers and further information:

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

Background Papers:

Accounts and Audit Committee Terms of Reference.

Committee Meeting Dates	Areas of Responsibility of the Committee					
	Internal Audit	External Audit	Risk Management	Annual Governance Statement / Corporate Governance	Anti- Fraud & Corruption Arrangements	Accounts
27 June 2013	Agree Committee's Work Programme for 2013/14 (including consideration of training and development) Training & Development – Presentation on draft accounts (provided outside committee)					
	- 2012/13 Annual Internal Audit Report	- Audit Progress Report		- Review 2012/13 draft Annual Governance Statement - Accounts and Audit Committee 2012/13 Annual Report to Council		- Review 2012/13 draft accounts - Treasury Management Annual Performance 2012/13 - Insurance Performance Report 2012/13
25 September 2013						
	- Q1 Internal Audit Monitoring Report	- Annual Governance Report	- Strategic Risk Register Monitoring Report - (Risk Management Policy/Strategy update within the Q1 Internal Audit Monitoring Report).	- 2012/13 Annual Governance Statement (final version)	- Benefit Fraud Investigation 2012/13 Annual Report	- Approval of Annual Statement of Accounts 2012/13
20 November 2013						
	- Q2 Internal Audit monitoring report	- Annual Audit Letter - Audit Update		- Consider improvement actions taken in 2013/14 in respect of a 2012/13 governance issue.		- Treasury Management : mid year review

Committee Meeting Dates	Areas of Responsibility of the Committee					
	Internal Audit	External Audit	Risk Management	Annual Governance Statement / Corporate Governance	Anti- Fraud & Corruption Arrangements	Accounts
11 February 2014	- Q3 Internal Audit monitoring report	- Audit Update		- Report on arrangements for 2013/14 Annual Governance Statement	- Anti Fraud & Corruption / National Fraud Initiative update	-Treasury Management Strategy - Reserves Update
25 March 2014	- 2014/15 Internal Audit Plan - Public Sector Internal Audit Standards Update & Internal Audit Charter.	- Audit Opinion Plan - Grant Claims report - Audit Update	- Strategic Risk Register Monitoring Report	- Consider improvement actions taken in 2013/14 in respect of a 2012/13 governance issue.		