

TRAFFORD COUNCIL

Report to: Accounts and Audit Committee
Date: 6 December 2017
Report for: Information
Report of: Audit and Assurance Manager

Report Title

Accounts and Audit Committee – Work Programme – 2017/18

Summary

This report sets out the work plan for the Committee for the 2017/18 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 2017/18 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 |
| 10 July 2017 | Agree Committee's Work Programme for 2017/18 (including consideration of training and development). Training & Development/Presentation - Draft accounts (provided outside of the Committee in July 2017) | | | | | |
| | - 2016/17 Head of Internal Audit Annual Report | - Audit Progress Report | -Cyber Security risk update | - Review 2016/17 draft Annual Governance Statement - Corporate Governance Code - Accounts and Audit Committee 2016/17 Annual Report to Council | | - 2016/17 Revenue Budget Monitoring Outturn and Capital Investment Programme Outturn reports -Treasury Management update (including Annual Performance Report 2016/17) |
| 6 September 2017 | (Budget Monitoring 2017/18 Period 2 report sent to Committee Members in August 2017) | | | | | |
| | - Q1 Internal Audit Monitoring Report | - Audit Findings Report | | - 2016/17 Annual Governance Statement (final version) | - Counter Fraud and Enforcement Team Annual Report 2016/17. | - Approval of Annual Statement of Accounts 2016/17 - Procurement update (STAR Shared Procurement Service) -Insurance Performance Report 2016/17 |

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|-------------------------|--|---|---|---|---|---|
| | Internal Audit | External Audit | Risk Management | Governance (Including Annual Governance Statement) | Anti- Fraud & Corruption Arrangements | Accounts/Financial Management |
| 6 December 2017 | Training and Development :Risk Management – Insurance (Provided outside of the Committee meeting) | | | | | |
| | - Q2 Internal Audit monitoring report | - Annual Audit Letter - Audit Update | - Strategic Risk Register Monitoring Report | | | - Treasury Management : mid-year performance report - Budget Monitoring Report |
| 7 February 2018 | | | | | | |
| | - Q3 Internal Audit monitoring report - Public Sector Internal Audit Standards: External Assessment | - Audit Update (including Grant Claims summary) - External Auditor appointment | | - Report on arrangements for 2017/18 Annual Governance Statement. | - Anti-Fraud and Corruption update (National Fraud Initiative). | - Treasury Management Strategy - Budget Monitoring Report |
| 27 March 2018 | | | | | | |
| | - 2018/19 Internal Audit Plan - Internal Audit Charter and Strategy | - Audit Plan / update | - Strategic Risk Register Monitoring Report | | | - Budget Monitoring Report. |