

TRAFFORD COUNCIL

Report to: Accounts and Audit Committee
Date: 15 July 2020
Report for: Approval
Report of: Audit and Assurance Manager

Report Title

Accounts and Audit Committee – Work Programme – 2020/21

Summary

This report sets out the proposed work programme for the Committee for the 2020/21 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 (Coronavirus)(Amendment) Regulations 2020 which set out revised 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 2020/21 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
15 July 2020	Agree Committee's Work Programme for 2020/21 (including consideration of training and development to include coverage of Treasury Management, Investment Strategy, Draft accounts and the financial outturn position.					
	- 2019/20 Head of Internal Audit Annual Report - 2020/21 Internal Audit Operational Plan (Previously circulated to Members in March 2020)	- Audit Progress Report - 2020/21 Audit Fee Letter (Public Sector Audit Appointments)	- Strategic Risk Register Report	- 2019/20 Draft Annual Governance Statement - Accounts and Audit Committee 2019/20 Annual Report to Council		-Treasury Management update (Annual Performance Report 2019/20) -2019/20 Revenue Budget Monitoring Outturn and Capital Investment Programme Outturn Reports - 2020/21 Budget Monitoring Report (Period 2 report to be circulated at a later date following the meeting) -Financial Implications of COVID-19 (report to be circulated at a later date following the meeting)
28 Oct 2020						
	- Internal Audit Monitoring Report (April to August 2020)	- 2019/20 Audit Completion Report	- Strategic Risk Register Report. (Also see	- 2019/20 Annual Governance Statement (final version) - Corporate	- Counter Fraud and Enforcement Team Update Report	- Approval of Annual Statement of Accounts 2019/20 - Treasury

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
			Financial Management - Insurance Performance Report 2019/20)	Governance Code		Management : 2020/21 Mid-Year Performance Report - Insurance Performance Report 2019/20 - 2020/21 Budget Monitoring Report (Period 6 report to be circulated at a later date following the meeting)
3 February 2021	- Internal Audit Monitoring Report (September to December 2020)	- 2019/20 Annual Audit Letter - Audit Progress Report - Audit Strategy Memorandum for year-ending 31 st March 2021)	- Strategic Risk update - Cyber Security	- Report on arrangements for 2020/21 Annual Governance Statement	(Ant-Fraud update, within Internal Audit monitoring report)	- Treasury Management Strategy - 2020/21 Budget Monitoring Report (Period 8)
23 March 2021	- 2021/22 Internal Audit Plan - Internal Audit Charter and Strategy	- Audit Progress Report	- Strategic Risk Register Report			- 2020/21 Budget Monitoring Report (Period10) -Accounting Policies - Procurement update (STAR)