

TRAFFORD COUNCIL

Report to: Accounts and Audit Committee
Date: 23 November 2023
Report for: Information
Report of: Audit and Assurance Manager

Report Title

Accounts and Audit Committee – Work Programme – 2023/24

Summary

This report sets out the work plan for the Committee for the 2023/24 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 2023/24 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
21 June 2023	Agree Committee's Work Programme and consider training in 2023/24					
	- 2022/23 Head of Internal Audit Annual Report -External Assessment of Internal Audit	- External Audit Progress Report	- Strategic Risk Register Report	- 2022/23 Draft Annual Governance Statement - Accounts and Audit Committee 2022/23 Annual Report to Council		-2022/23 Revenue Budget Monitoring Outturn and Capital Investment Programme Outturn Reports
27 September 2023	Training briefing – Understanding the Prudential Indicators.					
	- Internal Audit Monitoring Report (Q1 2023/24)	- 2021/22 Audit Completion Report	- Strategic risk update: School Places.	- 2022/23 Annual Governance Statement	- Counter Fraud Team Update Report	-Annual Statement of Accounts 2021/22 -Treasury Management update (Annual Performance Report 2022/23) - 2023/24 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
23 November 2023	- Internal Audit Monitoring Report (Q2 2023/24)	- 2021/22 Auditor's Annual Report	- Strategic Risk Register Report. (See Financial Management – Insurance Performance 2022/23)			- Treasury Management : 2023/24 Mid-Year Performance Report - 2022/23 Insurance Performance Report -Financial Management Code Update - 2023/24 Budget Monitoring, project updates and Prudential Indicator Reports, Period 6 (This report to be circulated to Members after the meeting)

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
7 February 2024	- Internal Audit Monitoring Report (Q3 2023/24)	-Audit Strategy Memorandum 2022/23	- Strategic risk update: Cyber Security		(Anti-Fraud and Corruption update, within Internal Audit monitoring report)	- Update: Annual Statement of Accounts 2022/23 - Treasury Management Strategy - 2023/24 Budget Monitoring, project updates and Prudential Indicator Reports (Period 8) - Procurement update (STAR)
19 March 2024	- 2024/25 Internal Audit Plan - Internal Audit Charter and Strategy	- External Audit Progress Report	- Strategic Risk Register Report - Strategic risk update: Climate change (to be confirmed)	- Report on arrangements for 2023/24 Annual Governance Statement		- 2023/24 Budget Monitoring, project updates and Prudential Indicator Reports (Period10) -Accounting Policies

Accounts and Audit Committee Training / briefing sessions

Further sessions in 2023/24 to include:

- Treasury Management (Session to be arranged ahead of the February 2023 Committee meeting)
- Further briefings alongside future Budget Monitor reports to be agreed.
(Feb 2024 when the P8 Budget Monitor is presented – Suggestions include Reserves, Major Investments and School Budgets/Dedicated Schools Grant)
- 2022/23 Financial Outturn / Statement of Accounts (date tbc)