

Audit and Governance Committee Paper

DRAFT

Paper Title:	AGC Forward Plan 2014
Paper Number:	[AGC (10/12/2014) 441]
Meeting Date:	1 October 2014
Agenda Item:	12
Author:	Sue Gallone
For information or decision?	Decision
Resource Implications:	None
Implementation	N/A
Communication	N/A
Organisational Risk	Not to have a plan risks incomplete assurance, inadequate coverage or unavailability key officers or information
Recommendation to the Committee:	The Committee is asked to review and make any further suggestions and comments and agree the plan.
Evaluation	Annually, at the review of Committee effectiveness (but the forward plan might be reviewed briefly by the Committee at each meeting)
Annexes	N/A

AGC Forward Plan 2014

Item↓ Date:	18 Mar 2015	10 June 2015	7 October 2015	9 December 2015
Following Authority Date:	7 May 2015	16 July 2015	11 November 2015	14 January 2015
Meeting 'Theme/s'	Finance Instructions, Project Management	Annual Reports, Information Governance, People	Strategy & Corporate Affairs, AGC review	Register and Compliance, Business Continuity
Reporting Officers	Sue Gallone	Peter Thompson	Juliet Tizzard	Nick Jones
High Level Risk Register	Yes	Yes	Yes	Yes
Information for Quality (IfQ) Programme	Yes	Yes	Yes	Yes
Annual Report & Accounts (inc Annual Governance Statement)	Plan & review any drafts	Approval		
External audit (NAO) strategy & work	Interim Feedback	Audit Completion Report	Audit Planning Report	Planning Report
Information Assurance & Security		Yes		
Internal Audit Recommendations Follow-up	Yes	Yes	Yes	Yes
Internal Audit	Early Results, approve draft plan	Results, annual opinion	Update	Update
Whistle Blowing, fraud (report of any incidents)	Update as necessary	Update as necessary	Update as necessary	Update as necessary
Contracts & Procurement including SLA management	Update as necessary	Update as necessary	Update as necessary	Update as necessary
HR, People Planning & Processes		Yes		
Strategy & Corporate Affairs management			Yes	
Regulatory &				Yes

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Register management				
Resilience & Business Continuity Management				Yes
Project Planning & PMO	Yes			
Standing Financial Instructions	Yes			
Reserves policy			Yes	
Review of AGC activities & effectiveness, terms of reference			Yes	
AGC Forward Plan	Yes	Yes	Yes	Yes
Session for Members and auditors	Yes	Yes	Yes	Yes
Other one-off items	1. Representations hearing – lessons learned 2. Shared finance resources 3. Review frequency of AGC meetings			