

Audit and Governance Committee Paper

Paper Title:	AGC Forward Plan
Paper Number:	[AGC (07/10/2015) 474]
Meeting Date:	7 October 2015
Agenda Item:	13
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 is reviewed briefly by the Committee at each meeting)
Annexes	N/A

AGC Forward Plan

Item↓ Date:	9 December 2015	Mar 2016	June 2016	October 2016
Following Authority Date:	14 January 2015	May 2016	July 2016	November 2016
Meeting 'Theme/s'	Register and Compliance, Business Continuity	Finance and Resources	Annual Reports, Information Governance, People	Strategy & Corporate Affairs, AGC review
Reporting Officers	Nick Jones	Sue Gallone	Peter Thompson	Juliet Tizzard
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	Audit Planning Report	Interim Feedback	Audit Completion Report	Audit Planning Report
Information Assurance & Security			Yes	
Internal Audit Recommendations Follow-up	Yes	Yes	Yes	Yes
Internal Audit	Update	Early Results, approve draft plan	Results, annual opinion	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			
Finance and Resources management		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	Representations hearing – lessons learned			