

Audit and Governance Committee Paper

DRAFT

Paper Title:	AGC Forward Plan 2014
Paper Number:	[AGC (01/10/2014) 431]
Meeting Date:	1 October 2014
Agenda Item:	14
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	9 December 2015	10 December 2014
Following Authority Date:	7 May 2015	16 July 2015	14 January 2015	January 2016
Meeting 'Theme/s'	Finance, Systems & Controls, Project Management, plus from 2016 Business Continuity	Annual Report, Internal & External Audit Findings, Information Security, IA Plan, People	Strategy & Corporate Affairs, Register and Compliance, AGC review	Register and Compliance, Business Continuity
Reporting Officers	Sue Gallone	Peter Thompson	Nick Jones/Juliet Tizzard	Nick Jones
High Level Risk Register	Yes	Yes	Yes	Yes
Shared Services, McCracken Implementation & Organisation Change	Yes, by exception	Yes, by exception	Yes, by exception	Yes, by exception
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	Planning Report	Planning Report
Information Assurance & Security		Yes		
Internal Audit Recommendations Follow-up	Yes	Yes	Yes	Yes
Internal Audit	Early Results	Results, annual opinion, approve draft plan	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	Update as necessary	Update as necessary	Update as necessary	Update as necessary

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management				
HR, People Planning & Processes		Yes		
Strategy & Corporate Affairs management			Yes	
Regulatory & Register management			Yes	Yes
Resilience & Business Continuity Management				Yes, then March 2016
Project Planning & PMO	Yes			
Standing Financial Instructions / Procedures review	Yes			
Review of AGC activities & effectiveness, terms of reference			Yes	
AGC Forward Plan	Yes	Yes	Yes	Yes