



South Eastern Health  
and Social Care Trust

**Governance Assurance Committee  
Programme of Work**

[SET/34d/19](#)

[Minor amendments proposed –  
for review and comment by  
members at meeting to be held  
on 13/3/19](#)

Month	Governance Assurance Meeting	Governance Committee Work – outside of meeting
January		Report to Trust Board (GAC December Meeting)
February		Consideration of Internal Audit Plan (in terms of Governance & Risk Management issues) with Internal Audit
March	<p>Corporate Risk Register – end of year position and preparation for incoming year</p> <p>Preparation of draft Annual Governance Assurance Committee Report</p> <p>Approval of the incoming annual work plans for 2 domains - Corporate Control, Safety &amp; Quality</p> <p>Consider the Committee's own effectiveness in its work</p> <p>Review and update, as required, Committee's Terms of Reference and Programme of work</p> <p>Update on <a href="#">Controls Assurance- Organisational Controls Assurance Programme</a> – end of year position</p> <p>Review of Standing Orders &amp; SFIs</p> <p>Presentation by Chairpersons of Corporate Control and Safety , Quality Improvement &amp; Innovation Committees – end of year position (including outcomes)</p>	<p><b>Internal Audit to attend meeting</b></p> <p>Report to Trust Board (GAC March meeting)</p>
April		Comment and input to the draft Governance Statement
May		Comment on the draft Annual Report on Risk Management (via email prior to submission to Trust Board)
June	<p>Corporate Risk Register – 1<sup>st</sup> quarter report</p> <p>Update on Controls Assurance – incoming year Annual Report on Risk Management</p> <p><a href="#">Discuss subject area for case study for the Board Governance Self-Assessment Tool</a></p>	Report to Trust Board (GAC June Meeting)
July		
August		
September	<p>Corporate Risk Register – Update report</p> <p>Update on Controls Assurance (for Mid Year Assurance Statement)</p> <p><a href="#">Discuss case study for the Board Governance Self-Assessment Tool</a></p>	<p>Comment and input to the Mid year Assurance Statement</p> <p><b>Internal Audit to attend meeting</b></p>
October		Report to Trust Board (GAC September Meeting)
November		
December	<p>Corporate Risk Register – Update report</p> <p>Annual review – Board Assurance Framework, Risk Management and Integrated Governance Strategies</p>	

	<del>Update on Controls Assurance (results of November baseline assessments)</del>	
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Gov Ass Com – POW- ~~2018/19-2019/20~~

**Comment [L11]:** Note only one baseline assessment required – Jan each year