

Governance Assurance Committee Programme of Work

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 Preparation of draft Annual Governance Assurance Committee Report Approval of the incoming annual work plans for 2 domains – Corporate Control, Safety & Quality Consider the Committee's own effectiveness in its work Review and update, as required, Committee's Terms of Reference and Programme of work Update on – Organisational Controls Assurance Programme – end of year position Review of Standing Orders & SFIs Presentation by Chairpersons of Corporate Control and Safety, Quality Improvement & Innovation Committees – end of year position (including outcomes)</p>	<p><i>Internal Audit to attend meeting</i></p> <p>Report to Trust Board (GAC March meeting)</p>
April		<p>Comment and input to the draft Governance Statement</p> <p>Comment on the draft Annual Report on Risk Management (via email prior to submission to Trust Board)</p>
May	<p>Corporate Risk Register – end of year position and preparation for incoming year Preparation of draft Annual Governance Assurance Committee Report Approval of the incoming annual work plans for 2 domains - Corporate Control, Safety & Quality Consider the Committee's own effectiveness in its work Review and update, as required, Committee's Terms of Reference and Programme of work Update on - Organisational Controls Assurance Programme – end of year position Review of Standing Orders & SFIs Presentation by Chairpersons of Corporate Control and Safety, Quality Improvement & Innovation Committees – end of year position (including outcomes)</p>	<p><i>Internal Audit to attend meeting</i></p> <p><u>Report to Trust Board (GAC March meeting)</u></p>
June	<p>Corporate Risk Register – 1st quarter report</p> <p>Update on Organisational Controls Assurance Programme – incoming year</p> <p>Annual Report on Risk Management</p> <p>Discuss subject area for case study for the Board Governance Self-Assessment Tool Annual review – Board Assurance Framework (carry over from 2019/20)</p>	Report to Trust Board (GAC June Meeting)

July		
August		
September	Corporate Risk Register – Update report Update on Organisational Controls Assurance Programme (for Mid Year Assurance Statement) Discuss case study for the Board Governance Self-Assessment Tool Regional Risk Matrix	Comment and input to the Mid Year Assurance Statement <i>Internal Audit to attend meeting</i> Report to Trust Board (GAC September Meeting)
October		
November		
December	Corporate Risk Register – Update report Annual review – Board Assurance Framework, Risk Management and Integrated Governance Strategies Bi-annual review – Independent Sector Governance	