

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</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 & 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 - Organisational Controls Assurance Programme – end of year position</p> <p>Review of Standing Orders & SFIs</p> <p>Presentation by Chairpersons of Corporate Control and Safety , Quality Improvement & Innovation Committees – end of year position (including outcomes)</p> <p>Bi-annual review – Independent Sector Governance</p>	<p>Internal Audit to attend meeting</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 – 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</p> <p>Governance Self-Assessment Tool</p>	Report to Trust Board (GAC June Meeting)
July		
August		
September	<p>Corporate Risk Register – Update report</p> <p>Update on Organisational Controls Assurance Programme (for Mid Year Assurance Statement)</p> <p>Discuss case study for the Board Governance Self-Assessment Tool</p>	<p>Comment and input to the Mid year Assurance Statement</p> <p>Internal Audit to attend meeting</p> <p>Report to Trust Board (GAC September Meeting)</p>
October		
November		
December	<p>Corporate Risk Register – Update report</p> <p>Annual review – Board Assurance Framework, Risk Management and Integrated Governance Strategies</p> <p>Bi-annual review – Independent Sector Governance</p>	