

AGENDA ITEM / ISSUE							
ToR		INDICATIVE DATES 2017/2018					
		December	March	Annual Review	May	July	
QUARTERLY ITEMS							
1	Internal Audit Reports and Plan Progress Update	Internal Audit	*	*		*	*
2	External Audit Update	External Audit	*	*		*	*
3	Audit Recommendations Tracker	Internal Control Framework	*	*		*	*
4	In Year Financial Monitoring and MTFP	Financial Reporting	*	*		*	*
5	HMIC Reports	Inspection & Review	*	*		*	*
6	HMIC Recommendations Tracker	Internal Control Framework	*	*		*	*
7	Risk Register and Business Continuity Overview	Corporate Risk Management	*	*		*	*
ANNUAL ITEMS							
8	Approval of Internal Audit Programme	Internal Audit		*			
9	Agreement of External Audit Plan and fees	External Audit	*				
10	Annual Internal Audit Report(s) and Opinion(s)	Internal Audit				*	
11	Previous Annual Governance Statement Area for Development Update	Internal Control Framework		*			
12	Draft Accounts and Annual Governance Statement	Financial Reporting / Internal Control Environment				*	
13	Final Accounts and Annual Governance Statement	Financial Reporting / Internal Control Environment					*
14	Civil Claims Overview	Civil Claims					
15	Information Assurance Report	Information Governance					
16	JIAC Annual Report	Internal Control Framework				*	
18	Review of Accounting Policies	Financial Reporting		*			
ITEMS AS REQUIRED							
17	Cyber Security and Information Risk Guidance for Audit Committees	Information Governance	*				
19	GDPR Preparation	Information Governance		*			