

	AGENDA ITEM / ISSUE	ToR	INDICATIVE DATES 2019/2020				
			May-19	Annual Review	Jul-19	Nov-19	Mar-20
	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	*		*	*	*
14	Civil Claims Overview	Civil Claims	*		*	*	*
15	Information Assurance Report	Information Governance	*		*	*	*
	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			*		
16	JIAC Annual Report	Internal Control Framework			*		
18	Review of Accounting Policies	Financial Reporting					*
20	Civil Claims Detailed Analysis	Civil Claims			*		
	ITEMS AS REQUIRED						
17	Cyber Security and Information Risk Guidance for Audit Committees	Information Governance			Dec-17		
19	GDPR Preparation	Information Governance			Mar-18		
21	Overview of JIAC annual report, AGS and PEEL Report	Financial Reporting / Internal Control			May-19		
22	Deep dive financial statements explanation	Financial Reporting			Jul-18		
23	Meet with Auditors (without executive)	External & Internal Audit			Nov-18		
24	Transform 2020 detailed presentation	Internal Control Environment			Mar-19		
25	HMICFRS deep dive	Inspection & Review			May-19		