

2024 AHC Board and Committee Work Plan

Item	Q1	Q2	Q3	Q4
Annual Business Plan & Budget		S	C	C, A, D, B
Strategic Plan & Business Plan review		C	B	
Annual Report (previous year)		B, S		
Year End Financial Statements	A, B			
Quarterly Financial Statements (including KPIs)	A, B	A, B	A, B	A, B
Auditor's Report (previous year)	A, B	S		
Auditor - Recommend/Approve	A, B	S		
KPIs - Review & Revise Measurement Categories		A		
Risk Register - Review	A	A	A	A
Risk Register – Approval		B		
Risk Management (policy, procedures & controls) - Review		A		
Outgoing bank transactions over \$100,000 (signed by CEO)	A	A	A	A
Board Charter - Review			C	
Terms of Reference – CP&G - Review (amend as required)			C	
Terms of Reference – A&A - Review (amend as required)			A	
Terms of Reference – Development - Review (amend as required)			D	
Board/Committees Performance - Review				C, B
Board/CEO Succession & Board Term Review	C			
AHC Policies – Review (as assigned to each committee)	C, A, D, B			
Internal Controls Environmental Scan- Review		A		
Disaster Recovery Plan - Review		A		
Records Management Policy & Procedures - Review		A		
CEO Performance Review				C, B
Annual Staff Compensation & Performance				C, B
Unit Inventory Acquisition and Management	D	D	D	D
Project Development & Pipeline	D	D	D	D

C - CP&G Committee
A - Audit & Accountability Committee
D - Development Committee
B - Board
S - Shareholder
City - City Audit Committee