

GOVERNANCE AND AUDIT COMMITTEE MEETING

**Thursday 5 December 2013, 2.00pm,
Public Health Agency Conference Room,
18 Ormeau Avenue, Belfast, BT2 8HS**

No	Item	Paper	Sponsor
1.	Welcome and Apologies		Chair
2.	Declaration of Interests		Chair
3.	Chair's Business		Chair
4.	Minutes of the previous GAC meeting - 5 October 2013		Chair
5.	Matters Arising		
6.	Corporate Governance		
	<ul style="list-style-type: none"> Corporate Risk Register as at 30 September 2013 	GAC/49/12/13 (for noting)	E McClean
	<ul style="list-style-type: none"> Gifts and Hospitality Register update 	GAC/50/12/13 (for noting)	E McClean
	<ul style="list-style-type: none"> Controls Assurance Standards 	GAC/51/12/13 (for noting)	R Taylor
7.	Information Governance		
	<ul style="list-style-type: none"> Information Governance Action Plan Update 		R Taylor
	<ul style="list-style-type: none"> FOI Internal Review Procedures 	GAC/52/12/13 (for approval)	R Taylor
8.	Internal Audit		
	<ul style="list-style-type: none"> Internal Audit Progress Report 	GAC/53/12/13 (for noting)	C McKeown
9.	Finance		
	<ul style="list-style-type: none"> Fraud Liaison Officer update report 	GAC/54/12/13 (for noting)	S Christie
	<ul style="list-style-type: none"> Report to those Charged with Governance Progress Report 	GAC/55/12/13 (for noting)	S Christie
	<ul style="list-style-type: none"> Progress Report on post implementation issues (HRPTS) & (FPL) 	GAC/56/12/13 (for noting)	S Christie

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| 10. | Corporate Business Continuity Plan | GAC/57/12/13
(for approval) | R Taylor |
| 11. | SBNI Declaration of Assurance | GAC/58/12/13
(for noting) | E McClean |
| 12. | Draft Emergency Preparedness &
Response Annual Report | GAC/59/12/13
(for approval) | G Waldron |
| 13. | Any other business | | Chair |
| 14. | Items to be brought to PHA Board | | Chair |
| 15. | Date of next meeting | | Chair |

Date: 13 February 2014

Time: 10:00 am

Venue: PHA Conference Room

18 Ormeau Avenue

Belfast