



**Governance and Audit Committee Meeting**  
**10 October 2011, 10:00am**  
**Conference Room, 18 Ormeau Avenue, Belfast, BT2 8HS**

**A G E N D A**

<b>No</b>	<b>Item</b>	<b>Sponsor</b>
1	Welcome and Apologies	Chair
2	Declaration of Interests	Chair
3	Chair's Business	Chair
4	Minutes of Previous Meeting – 3 June 2011	Chair
5	Matters Arising	Chair
6	Corporate Governance <ul style="list-style-type: none"><li>• PHA Corporate Risk Register (at 30 June 2011) (<b>GAC/21/11</b>)</li><li>• Controls Assurance Update (<b>GAC/22/11</b>)</li></ul>	Mr McClean Ms Taylor
7	Information Governance <ul style="list-style-type: none"><li>• Information Governance Action Plan (<b>GAC/23/11</b>)</li><li>• Report from Information Governance Steering Group</li></ul>	Ms Taylor
8	Emergency Preparedness ( <b>GAC/24/11</b> )	Mrs Devlin
9.	Business Continuity Planning ( <b>GAC/25/11</b> )	Mr McClean
10	Internal Audit <ul style="list-style-type: none"><li>• Progress Report (<b>GAC/26/11</b>)</li><li>• Internal Audit Mid Year Assurance Statement (<b>GAC/27/11</b>)</li></ul>	Ms McKeown
11	PHA 2010/11 Report to those charged with Governance ( <b>GAC/28/11</b> )	Mr D Lynn
12	Finance <ul style="list-style-type: none"><li>• Progress Report on Implementation of Recommendations of the RCTTWG External Auditors Report (<b>GAC/29/11</b>)</li><li>• Single Tender Actions (<b>GAC/30/11</b>)</li><li>• Fraud Update (<b>GAC/31/11</b>)</li></ul>	Mr Cummings

13	Mid Year Assurance Statement ( <b>GAC/32/11</b> )	Mr McClean
14	Any other business	Chair
15	Date, time and venue of next meeting	Chair
	Date: 16 January 2011 at 10 am	
	Time: Conference Room	
	Venue: Public Health Agency	
	18 Ormeau Avenue	
	Belfast	
	BT2 8HS	