

**NORTHERN IRELAND POLICING BOARD**

**AUDIT AND RISK MANAGEMENT COMMITTEE**

**MINUTES OF A MEETING OF THE AUDIT AND RISK MANAGEMENT  
COMMITTEE HELD ON FRIDAY 29 APRIL 2016 AT 2.30PM IN WATERSIDE  
TOWER, BELFAST**

**PRESENT:**

**MEMBERS:** Ms Deirdre Blakely (Vice-Chairperson)  
(1) Mr Ryan Feeney  
Mr Pat Sheehan

**ACCOUNTANT  
ADVISOR** Mr Charles Barnett

**DEPARTMENT OF JUSTICE IN  
ATTENDANCE:** Mr Ian Kerr

**NORTHERN IRELAND AUDIT  
OFFICE IN ATTENDANCE:** Mr Neil Gray  
Mr Richard Emerson

**DELOITTES IN ATTENDANCE** (2) Mr Ian Howse Internal Audit  
Ms Stacy Bonar, Internal Audit

**OFFICIALS IN ATTENDANCE:** Mr Edgar Jardine (Interim Chief Executive)  
Mr Brian McDonald (T/Director of Support  
Services)  
Two Board Officials

- (1) Item number 3 to close
- (2) Item number 7 to close

**1. APOLOGIES, ETC**

Apologies were received from. Mr Ross Hussey (Chairperson) and Mrs  
Brenda Hale. NOTED.

The Vice-Chairperson asked Members to declare any conflicts of interest arising from the agenda. No conflicts of interest were declared.

The Vice-Chairperson asked Members to outline details of any items of business they wished to discuss which were not on the agenda.

## **2. MINUTES OF MEETING HELD ON 11 MARCH 2016**

The Committee considered the draft minutes of the Audit and Risk Management Committee meeting held on 11 March 2016.

It was:-

### **RESOLVED:**

That the draft minutes of the Audit and Risk Management Committee meeting held on 11 March 2016 be approved subject to the last paragraph of item 17 being amended to read "In conclusion Members considered that there needed to be a focus on smaller more strategic targets and evaluate outcomes in future Policing Plans".

## **3 MATTERS ARISING FROM THE MEETING HELD ON 11 MARCH 2016**

### **3.1 NAMA Northern Ireland Loan Portfolio (Item 4.1 of Minutes refers)**

The Committee noted a letter dated 23 March 2016 from PSNI which advised that the information which PSNI had at present satisfied PSNI that the non-executive Member of the PSNI Audit and Risk Committee had acted in accordance with the Nolan principles.  
NOTED.

### **3.2 NIPB Risk Management (Item 8 of Minutes refers)**

Officials advised the Committee about a risk assessment which was being carried out on Waterside Tower. NOTED.

#### **4 CHAIRPERSON'S BUSINESS**

The Vice-Chairperson had no items of business to report to the Committee.

#### **5. INTERNAL AUDIT PROGRESS REPORT 2015/16**

The Committee noted a paper which provided Members with an update on the progress of the Internal Audit Periodic Work Plan for 2015/16. NOTED.

The Internal Auditor briefed the Committee on the following audit assignments which had been completed:-

- Risk Management Review
- Absence Management Review

Members noted that an audit of the NIPB Policy Framework had been postponed until a new Chief Executive was in post. NOTED.

In response to a comment from the Accountant Advisor regarding absence management, the Internal Auditor advised that the implementation of an electronic time management system should take account of this.

#### **6. NIPB INTERNAL AUDIT ANNUAL REPORT**

The Committee considered a paper regarding the Deloitte Internal Audit Annual Report 2015/16 as Internal Auditors to the Board.

It was:-

#### **RESOLVED:**

To approve the Deloitte Internal Audit Annual Report for 2015 – 2016.

## **7. DRAFT NIPB YEAR END FINANCIAL ACCOUNTS**

The Committee noted a paper which outlined details of the Board's draft Annual Financial Statements for the year ended 31 March 2016. NOTED.

Officials advised the Committee about a related party transaction by a Board Member and it was:-

### **AGREED:**

That clarification should be obtained that details of the transaction had been declared by the Member.

Officials advised the Committee that a few points which had been raised by Members regarding the draft Annual Financial Statements would be taken forward.

## **8. NIPB ACCOUNTING OFFICER STEWARDSHIP STATEMENT**

The Committee noted the Chief Executive's Stewardship Statement to the Department of Justice (DOJ) for the period 1 April 2015 – 31 March 2016. NOTED.

## **9. NIPB DRAFT GOVERNANCE STATEMENT 2015 - 2016**

The Committee considered:-

- A paper regarding the NIPB Draft Governance Statement for 2015 – 2016.
- A revised Governance Statement, which was tabled at the meeting.

It was:-

### **RESOLVED:**

To approve the NIPB Draft Governance Statement for the period 2015 – 2016.

#### **10. SELF ASSESSMENT CHECKLIST**

The Committee noted a paper regarding the Audit and Risk Management Committee's compliance with the National Audit Office's Audit Committee Self Assessment Checklist. NOTED.

It was:-

##### **RESOLVED:**

To approve the Self Assessment Checklist.

It was:-

##### **AGREED:**

That Members of the Audit and Risk Management Committee should complete future self assessment checklists.

#### **11. INTERNAL AUDIT FOLLOW UP REPORT 2016 – 2016**

The Committee noted a paper which provided Members with an update on the progress of the Internal Audit Periodic Work Plan for 2015 – 2016. NOTED.

#### **12. QUESTIONS FOR CHIEF CONSTABLE**

There were no questions to raise with the Chief Constable at the next Board meeting arising from the meeting.

#### **13. INFORMATION PAPERS**

There were no information papers.

#### **14. COMMUNICATION ISSUES**

There were no matters arising from the meeting for inclusion in a news release.

**15. ANY OTHER BUSINESS**

**15.1 Interim Chief Executive**

Members thanked the Interim Chief Executive for the work he had carried out on behalf of the Committee and extended best wishes to him for the future.

**16. DATE OF NEXT MEETING**

A Member suggested that future meetings of the Audit and Risk Management Committee should take place on Thursdays and Members agreed with this suggestion.

(Meeting closed at 3.10pm).

**BOARD SUPPORT**

**May 2016**

---

**Chairperson**