



FREEDOM OF INFORMATION REQUEST

Please note the text of this request has been reproduced exactly as received.

FOI Reference number: FOI 37/2025

Date: 31 July 2025

Request.

1. Could you please indicate if ALL Board and Sub-Committee meetings are minuted.
2. For meetings that are minuted, what method/s is/are used.
I.e. Audio recorded.
Recorded verbatim and transcribed in full by shorthand, speed writing etc.
3. Only skeletal information recorded. I.e. point discussed, actions to be taken, and who is responsible for taking actions forward

Answer:

1. A minute of each Board meeting, and the Committee meetings is taken and published at : [Board Minutes | Northern Ireland Policing Board](#)
2. Officials from the Board note the business of the meeting (Board/Committee) and convert this into a minute. Board/Committee minutes are not a verbatim record.
3. Officials from the Board attend each meeting and note the business of the meetings (Board/Committee), including a synopsis of the salient discussion points and agreed actions. These are subsequently drafted into minutes which are then put to the Board (or respective Committees) for agreement at the next meeting.

If you have queries about this request or the decision, please contact the Board quoting the reference number above. If you are unhappy with the service you have received and wish to make a complaint or request a review you should contact the Board's Chief Executive -

Via Email: foi@nipolicingboard.org.uk

Or in writing at the following address:

Northern Ireland Policing Board
James House
Block D
2 – 4 Cromac Avenue
The Gasworks
Belfast
BT7 2JA

You should contact the Board within 40 working days of this response.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner. Generally, the Information Commissioner's Office cannot investigate or make a decision on a case unless you have exhausted the complaints procedure provided by the Board. You should make complaints to the ICO within six weeks of receiving the outcome of an internal review.

The Information Commissioner can be contacted at the following web link –

www.ico.org.uk/foicomplaints

or in writing at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
SK9 5AF

Telephone: - 0303 1231114
Email: - ni@ico.org.uk

Please be advised that Policing Board replies under Freedom of Information may be released into the public domain via our website @ www.nipolicingboard.org.uk.

Personal details in respect of your request have, where applicable, been removed to protect confidentiality.