

**NORTHERN IRELAND POLICING BOARD**

**AUDIT AND RISK MANAGEMENT COMMITTEE**

**MINUTES OF A MEETING OF THE AUDIT AND RISK MANAGEMENT  
COMMITTEE HELD ON FRIDAY 17 JUNE 2016 AT 10.00AM IN WATERSIDE  
TOWER, BELFAST**

**PRESENT:**

**MEMBERS:** Mr Ryan Feeney (Vice-Chairperson)  
Mrs Brenda Hale  
Mrs Wendy Osborne

**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

**RSM IN ATTENDANCE** Mr Richard Gardiner

**OFFICIALS IN ATTENDANCE:** Mrs Amanda Stewart (Chief Executive)  
Mr David Wilson (Director of Support  
Services)  
Two Board Officials

**1 ELECTION OF COMMITTEE CHAIR**

The Director of Support Services assumed the Chair and invited nominations for the post of Chairperson of the Audit and Risk Management Committee.

Mrs Brenda Hale proposed that Mr Ross Hussey be appointed Chairperson of Committee in absentia. The proposal was seconded by Mrs Wendy Osborne.

The Director of Support Services invited other nominations. There were no other nominations.

There being no other nominations, Mr Ross Hussey was duly elected as Chairperson of the Committee.

## **2 ELECTION OF COMMITTEE VICE-CHAIR**

The Director of Support Services invited nominations for the post of Vice- Chairperson of the Audit and Risk Management Committee.

Mrs Wendy Osborne proposed that Mr Ryan Feeney be appointed Vice-Chairperson of the Committee. The proposal was seconded by Mrs Brenda Hale.

The Director of Support Services invited other nominations. There were no other nominations.

There being no other nominations, Mr Ryan Feeney was duly elected Vice-Chairperson of the Committee and he assumed the Chair.

## **3 APOLOGIES, ETC**

Apologies were received from Mr Ross Hussey, Mr Gerry Kelly and Ms Catherine Pollock. 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. No further items of business were raised.

#### **4 MINUTES OF MEETING HELD ON 29 APRIL 2016**

The Committee considered the draft minutes of the Audit and Risk Management Committee meeting held on 29 April 2016.

It was:-

##### **RESOLVED:**

That the draft minutes of the Audit and Risk Management Committee meeting held on 29 April 2016 be approved.

#### **5 MATTERS ARISING FROM THE MEETING HELD ON 29 APRIL 2016**

##### **5.1 Draft NIPB Year End Financial Accounts (Item 7 of Minutes refers)**

Officials advised the Committee that the matter relating to the related party transaction by a Board Member had been resolved and the Register of Interest had been updated as required.

#### **6 CHAIRPERSON'S BUSINESS**

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

## **7 COMMITTEE DEVELOPMENT AND WORK PLAN 2016/17 AND FIRST DAY BRIEFING**

The Committee noted details of a proposed Committee Development and Work Plan for 2016/17 and information on the roles and responsibilities of the Audit and Risk Management Committee. NOTED.

It was:-

### **AGREED:**

- That Officials should provide an oral briefing to Mrs Wendy Osborne on the work of the Audit and Risk Management Committee.
- That training on Audit and Risk Management Committee issues should be provided to the Committee in October 2016.

## **8 POLICING BOARD DRAFT ANNUAL FINANCIAL STATEMENTS FOR 2015/16**

The Committee considered a paper which sought the Committee's approval to the following:-

- The draft NIPB Financial Statements for the year ended 31 March 2016.
- The NIPB Accountability Report for the year ended 31 March 2016.
- The NIPB Performance Report for the year ended. 31 March 2016.

The Accountant Advisor requested an amendment to be made to the Staff Pension/Remuneration section in the NIPB Financial Statements. He also referred to formatting issues in the draft Statements and undertook to discuss the matter with Officials.

It was:-

### **RESOLVED:**

- To approve the year ended 31 March 2016 NIPB Financial Statements, subject to an amendment being made to the Staff Pension/Remuneration section.
- To approve the year ended 31 March 2016 Accountability Report and Performance Report.

It was:-

**AGREED:**

That the Committee Chair and Vice-Chair should be given delegated authority to agree any further changes to the NIPB Financial Statements for the year ended 31 March 2016.

The Vice-Chair thanked the Board's Finance Staff for the work they had carried out in relation to the NIPB Financial Statements.

**9. NIPB LETTER OF REPRESENTATION FOR THE YEAR ENDED  
31 MARCH 2016**

The Committee considered a draft NIPB letter of representation, tabled at the meeting, to the Comptroller and Auditor General for the year ended 31 March 2016.

It was:

**RESOLVED:**

To approve the draft NIPB letter of representation and that delegated authority be given to the Chair and Vice-Chair of the Committee to agree any amendments to the document following audit completion.

**10 NORTHERN IRELAND POLICING BOARD (NIPB) CORPORATE RISK REGISTER AND DIRECTORATE RISK REGISTERS**

The Committee discussed a paper which provided Members with an updated NIPB Corporate Risk Register and a report on the Directorate High Risks.

**11 ANNUAL REPORT OF THE NIPB AUDIT AND RISK MANAGEMENT COMMITTEE 2015/16**

The Committee considered a report on the work of the Audit and Risk Management Committee for 2015/16.

It was:-

**RESOLVED:**

To approve the Audit and Risk Management Committee 2015/16 Annual Report for 2015/16.

**12 NIPB FINAL GOVERNANCE STATEMENT FOR THE YEAR ENDED 31 MARCH 2016**

The Committee noted the NIPB's Governance Statement for 2015/16.  
NOTED.

It was:-

**RESOLVED:**

To approve the NIPB Governance Statement for 2015/16

**13 OBSERVATION OF THE PSNI AUDIT AND RISK ASSURANCE MEETING  
ON 10 MARCH 2016**

The Committee noted a paper which provided feedback in relation to a meeting of the PSNI Audit and Risk Assurance Committee which the T/Director of Support Services had attended as an observer on 10 March 2016. NOTED.

**14 QUESTIONS FOR CHIEF CONSTABLE**

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

**15 INFORMATION PAPERS**

There were no information papers.

**16 COMMUNICATION ISSUES**

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

**17 ANY OTHER BUSINESS**

**17.1 Draft NIAO Report to Those Charged with Governance for the year ended 31 March 2016**

The Committee noted a draft Report to Those Charged with Governance dated 16 June 2016, tabled at the meeting from the NIAO which set out the provisional findings from NIAO's audit of the NIPB Financial Statements for year ended 31 March 2016. NOTED.

Mr Neil Gray, NIAO and Mr Richard Gardiner, RSM briefed the Committee on the audit which had been completed in respect of the

2015/16 financial statements.

It was:-

**AGREED:**

That the NIAO final audit certificate should be issued to Members when completed.

**18 DATE OF NEXT MEETING**

The date of the next meeting was arranged for Thursday 29 September 2016.

(Meeting closed at 10.40am).

**BOARD SUPPORT**

**June 2016**

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**Chairperson**