

NORTHERN IRELAND POLICING BOARD

**MINUTES OF MEETING OF AUDIT AND RISK ASSURANCE COMMITTEE HELD
ON THURSDAY 30 JULY 2020 AT 2.00PM AT WATERSIDE TOWER,
CLARENDON DOCK, BELFAST AND VIA VIDEO CONFERENCE FACILITY**

PRESENT:

MEMBERS

Mr Colm McKenna (Chair)
Mr Edgar Jardine (Vice-Chair)
Mr Michael Atkinson
Mr Gerry Kelly
Mr Frank McManus*

IN ATTENDANCE:

DEPARTMENT OF JUSTICE

Mr John Chittick*

INTERNAL AUDIT

Mrs Lacey Walker*

ASM ACCOUNTANTS

Ms Christine Hagan*

NI AUDIT OFFICE

Mr Tomas Wilkinson*

OFFICIALS

Mrs Amanda Stewart, Chief Executive

Ms Jenny Passmore, Director of Performance
4 Board Officials

*Attended meeting via video conference facility

1. APOLOGIES

Apologies were received from Mrs Joanne Bunting MLA and Charles Barnett, Accounting Advisor.

The Committee agreed the agenda for the meeting.

2. CONFLICTS OF INTEREST

The Chair asked Members to declare any conflicts of interests arising from the agenda. No conflicts of interest were declared. NOTED.

3. NIPB ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 INCLUDING:

3.1 Board Chair's Report

3.2 Performance Report

3.3 Accountability Report

3.4 Financial Statements

Members noted the Annual Report and Financial Statements for the year ended 31 March 2020 which had been updated following Members feedback on 25 June 2020. The Director of Resources presented a paper which outlined the changes made to the Annual Report and Financial Statements and Members discussed with Officials further minor amendments to be made to the document. It was agreed that the further amendments would be agreed with the Committee by correspondence. **(AP1)** Officials agreed to convene a Committee sub group later in the year to consider the format and layout of the Annual Report in advance of the 2020-21 Annual Report and Financial Statements being collated.

Following discussion, the Committee agreed to:

- **RECOMMEND** to the Board the approval of the Annual Report and Financial Statements for the year ended 31 March 2020 once minor amendments, as were discussed, were made.

4. **NIPB GOVERNANCE STATEMENT**

The Committee noted the Governance Statement which had been amended following Members feedback on 25 June 2020. The Director of Resources presented a paper which outlined the changes made to the draft Governance Statement. NOTED.

It was agreed to:

- **RECOMMEND** to the Board that the Governance Statement be approved for inclusion in the Annual Report and Financial Statements for the year ended 31 March 2020.

5. **NIPB LETTER OF REPRESENTATION**

The Committee considered a draft Letter of Representation, to the Comptroller and Auditor General for the year ended 31 March 2020.

It was agreed to:

- **RECOMMEND** to the Board the approval of the draft NIPB Letter of Representation.
- Delegate authority to the Committee Chair and Vice-Chair to approve any further amendments to the draft Letter of Representation if required.

6 DRAFT REPORT TO THOSE CHARGED WITH GOVERNANCE

The Committee noted a draft Report to Those Charged with Governance for the financial year ended 31 March 2020 in relation to the Annual Report and Financial Statements. NOTED.

Ms Christine Hagan, ASM Accountants provided an overview of the draft Report noting that it proposed an unqualified audit opinion and Ms Hagan advised that the audit was substantially complete subject to a number of items being received as were detailed within the draft Report.

7. ANY OTHER BUSINESS

No other business was conducted.

8. DATE OF NEXT MEETING

The Committee would next meet on Thursday 24th September 2020 at 2pm.

CORPORATE SERVICES

Date: August 2020

(Meeting closed at 2.37pm).

Chair