

## Minutes of Meeting of Audit & Risk Committee

**Date:** 18 July 2017

**Venue:** 90 North King Street, Dublin 7.

### Attendance

**Committee:** Moling Ryan (Chair), Melanie Pine, Ronan Nolan

**Secretary:** David Murphy

**Executive:** Aileen Healy, Helen Hall, Clare Kelly

**Visitors:** Tony Cooney – Internal Audit (Crowleys DFK) for Items 4.1 - 4.4.

1. The following matters were considered and discussed as set out in the agenda:
  - 1.1. Closed Session – Committee members only
  - 1.2. Chair's opening remarks
    - Chief Executive's update;
    - Log of Actions.
  - 1.3. Governance
    - Follow up on implementation of recommendations of Report on Arrangements for Self-Assessment Evaluation of Policing Authority effectiveness;
    - Review of Audit and Risk Committee Charter;
    - Report on the Governance of the Scottish Policing Authority.
  - 1.4. Audit
    - Financial Report – June 2017;
    - Internal audit update;
    - Draft Internal Audit report on ICT.
  - 1.5. Risk
    - Review of Risk Register.
  - 1.6. AOB
    - Dates of forthcoming meetings.

### 2. Actions and matters of note

#### 2.1. Chair's Opening Remarks

The minutes of 9<sup>th</sup> May 2017 were approved and cleared for publication. The Committee log of actions was reviewed and progress on actions noted.

The CEO updated the Committee on the ongoing work of the Authority. She noted that a mid-year update on the 2017 Corporate Priorities was being prepared and it was agreed that this would be circulated to the Committee for information.

## **2.2. Governance**

Progress on the implementation of the recommendations from the Authority's self assessment evaluation was noted.

The proposed revisions to the Audit and Risk Committee Charter were discussed and agreed subject to drafting. This follows a review of the document to ensure that it reflects the requirements of the 2016 Revised Code of Practice for the Governance of State Bodies. It was agreed that the Chair would recommend the proposed revisions to the Authority with a view to its approval.

The Chair briefed the Committee on his review of the Scottish Police Authority (SPA) 'Review of Governance in Policing' and it was agreed that the Briefing Note should be circulated for information to the Authority in light of the similar role of the SPA to the Authority

## **2.3. Audit**

The Financial Report for June 2017 was reviewed. It was noted that the current staff compliment is 23, with 39 expected to be in place by the end of the year and the importance of having adequate resources available to support the work of the Authority was emphasised.

Arising from recent audit recommendations, the Chair noted that he had written to the Chief Executive Officer of the National Shared Services Office requesting access to the services of Peoplepoint and PSSC for the Authority.

The Internal Auditor provided an update on the draft report of the review of ICT and the draft findings and recommendations of the audit were discussed. It was agreed that clarifications and management comments would be provided in the coming days. It was noted in particular that clarity needs to be sought in regard to the Service Level Agreement with ICT in the Department of Justice and Equality ('the Department') in relation to the level of assurance in relation to services which are outsourced by the Department and the availability of material for internal audit review. The Chief Executive noted that this would be raised during the routine SLA review with the Department that afternoon.

The next audit to be undertaken will be a review of the Authority's Garda Appointments processes.

## **2.4. Risk**

The Chair conveyed that the Risk Register had been adopted by the Authority at the June Authority meeting subject drafting.

The Committee reviewed the register and made some suggestions regarding the ranking of risks, which the Executive will incorporate into the register.

**2.5. Other Business**

The next Committee meeting is scheduled for:

- Tuesday 10 October 2017.