



# NIPSO AUDIT AND RISK COMMITTEE MINUTES

## MEETING 24<sup>th</sup> June 2022, Progressive House

### Members Present:

Dónall Curtin – Chair; (DC)  
 Terry McGonigal – Independent Member; (TM)  
 Patricia Snell – Independent Member (PS)

### In Attendance:

Margaret Kelly – Accounting Officer/Ombudsman; (MK)  
 Sean Martin – Deputy Ombudsman; (SM)  
 Gary Currie – NIAO; (GC)  
 Invited Guests – David Tolan (in person) and Philip Heaney (Via zoom) – Corporate Services  
 Sarah Sherry – NIPSO; Secretariat (SS)

Item	Minute	Action
1.	<p><b>Apologies</b></p> <p>Michaela McAleer – Deputy Commissioner: (MMcA)            Brian Clerkin – ASM; Internal Audit (BC)</p>	
2.	<p><b>Conflicts of Interest</b></p> <p>DC invited those present to register any actual or perceived conflicts of interest relevant to the agenda. No conflicts were noted.</p>	
3.	<p><b>Minutes</b></p> <p>Minutes from April 22 were agreed.</p>	
4	<p><b>Draft Governance Statement</b></p> <p>Discussion took place regarding the setting up of an Advisory Panel, which has been suggested by the NI Audit Committee, to assist MK with a platform for the discussion of strategic issues facing the office.</p> <p>Further to the audit recommendations, SM advised that arrangements are now in place for an Independent Reviewer who will manage the Stage 2 SSC process and investigate the issues raised.</p> <p>There was one data incident which was reported to the ICO, who have since come back to advise that there would be no further action.</p>	<p>SS to put this on a future ARC meeting agenda</p>

	<p>MK explained the good work currently being undertaken by the Information Governance Group – looking at the governance and security risks.</p> <p>DC would like it commented in the paragraph '<b>Audit and Risk Committee</b>' that he has renewed his contract for a further 2 years from June 2022.</p> <p>PS queried NIPSO view on secondments. SM explained that secondments are available for staff through a process known as interchange. MK to confirm if the new HR policies have made reference to secondments.</p>	
<b>6</b>	<p><b>Financial Statements</b></p> <p>DT joined the meeting at 10.35 The paper was taken as read, and DT was asked to provide an overview</p> <p>DT confirmed that the External Auditors are going to commence their audit on the 25<sup>th</sup> July, with the hope the audit will be completed by September.</p> <p>DC advised that a single item meeting can be arranged by zoom to confirm the Annual report</p> <p>MK thanked both David Tolan and Philip Heaney for their hard work, at late notice to produce the accounts</p> <p>DT left the meeting at 11.06 am</p>	
<b>15</b>	<p><b>AOB</b></p> <p>No AOB</p>	
<b>16</b>	<p><b>Date of next meeting</b></p> <p><b>27<sup>th</sup> October 2022 – 10 am</b></p>	