

**COMMISSIONER FOR OLDER PEOPLE FOR NORTHERN IRELAND (COPNI)**

**AUDIT AND RISK ASSURANCE COMMITTEE**

**MINUTES OF A MEETING OF THE AUDIT AND RISK ASSURANCE COMMITTEE  
HELD ON TUESDAY 31 OCTOBER 2017 AT 9.30am  
IN EQUALITY HOUSE, BELFAST**

**PRESENT:**

**MEMBERS**

Gerard Campbell (Chair)  
Joseph Campbell  
Professor Dolores O'Reilly

**IN ATTENDANCE**

Eddie Lynch (Commissioner, COPNI)\*  
Evelyn Hoy (Chief Executive, COPNI)\*  
Noel Griffin (Department for Communities)  
Jonathan Buick (ASM – Internal Audit)  
Peter O'Sullivan (Northern Ireland Audit Office)  
Helen Gault (Finance and Governance Manager, COPNI)\*  
Eloise Gilmour (Office Manager, COPNI)\*

*\* present from item 4 onwards*

<b>Agenda Item 1: Apologies</b>  There were no apologies.	<b>NOTED</b>
<b>Agenda Item 2: Chair's Business - Declarations of Interest</b>  There were no declarations of interest.	<b>NOTED</b>
<b>Agenda Item 3: Private Session for Members and Attendees</b>  Members and Attendees held their annual session in private at the start of the meeting.  At 9.55am the Commissioner, Chief Executive and staff joined the meeting.	
<b>Agenda Item 4: Update from Northern Ireland Audit Office</b>  <b>a) Annual Report and Financial Statements for the Year ended 31 March 2017</b>  P O'Sullivan indicated the audit had gone smoothly and it was a clean set of accounts. There were no findings and all expected disclosures were in the report. He confirmed the NI Audit Office was content for the Committee to approve and the Commissioner to sign the report. It would	<b>ARAC 10/17/4a NOTED</b>

then be signed by the Comptroller and Auditor General and laid before the NI Assembly.

E Hoy thanked the NI Audit Office team and H Gault for their work.

The Chair stated the report read well and highlighted the year ended 31 March 2017 was a period of transition for COPNI. It had a change in sponsorship, and interregnum arrangements were in place prior to the new Commissioner taking up his post in June 2016. E Hoy stated there had been a smooth transition period during the year however it had been challenging to not be able to work within a defined Corporate Plan. In addition the investigation into Dunmurry Manor Care Home commenced towards the end of the financial year. The Commissioner highlighted it had been a year of significant change which had been managed well, and this was reflected in the report.

The Chair invited comments from Members and Attendees.

D O'Reilly welcomed the use of examples of case studies which made the report more accessible to the reader. J Campbell stated the information in the report was set at the right level and noted the high number of complex cases, and the success in invoices being paid on time. He paid tribute to H Gault in the preparation of the accounts, and to the Commissioner and E Hoy for the report.

E Hoy confirmed there had been an increase in financial abuse cases. COPNI had made progress with the PSNI Economic Crime Unit in this area and there had been some successes. The revised Corporate Plan will go to the DfC this week.

The Chair thanked H Gault and the staff team for their good work. The Committee approved the report.

The report will go to the NI Audit Office this week to be signed by the Comptroller and Auditor General. The DfC will then lay the report before the NI Assembly within two weeks.

**b) Draft Report To Those Charged With Governance**

P O'Sullivan indicated this was a standard report with no issues or key risks identified. The letter of representation was included in the report for the Commissioner to sign.

The Committee was content with the report. The Chair highlighted COPNI's strong governance and the positive report. He thanked management and the staff team for their work. He confirmed the report did not need to be resubmitted to the Committee.

**ARAC 10/17/4b  
NOTED**

<p><b>Agenda Item 5: Any Other Business</b></p> <p><b>a) Dunmurry Manor Investigation</b></p> <p>The Commissioner confirmed the business case for additional funding had been approved. He outlined recent work carried out and the plan for the rest of the investigation process. He will further update the Committee at its meeting in December. E Hoy agreed to circulate the monthly update report to the Committee from November onwards</p> <p><b>b) Pay Remit</b></p> <p>N Griffin confirmed the Pay Remit was still with the Department of Finance for approval.</p>	<p><b>ACT 152</b></p>
<p><b>Agenda Item 16: Date of next meeting</b></p> <p>The next meeting will be held on Monday 4 December at 1.30pm in the Boardroom.</p> <p>The meeting closed at 10.20am.</p>	<p><b>NOTED</b></p>

Signed:  
Chairperson



Date:

4/12/17

