

NORTHERN IRELAND POLICING BOARD

AUDIT AND RISK MANAGEMENT COMMITTEE

**MEETING HELD ON FRIDAY, 27 MARCH 2009 AT 1:30PM IN WATERSIDE TOWER,
BELFAST**

PRESENT:

MEMBERS:

Mr Trevor Ringland (Chairperson)
Mr Daithí McKay (Vice-Chairperson)
(1) Mr Leslie Cree
Mr David Rose

NORTHERN IRELAND AUDIT OFFICE (NIAO) IN ATTENDANCE:

One Representative

PRICE WATERHOUSECOOPERS (PWC) IN ATTENDANCE:

One Representative

OFFICIALS IN ATTENDANCE:

Mr Adrian Donaldson (Chief Executive)
(2) Mr Sam Hagen (Director of Corporate
Services)
Mr David Wilson (Director of Planning)
2 Board Officials

- (1) Part of Item number 5 to close**
- (2) Item number 10.2 to close**

1. APOLOGIES, ETC

Apologies were received from Mrs Dolores Kelly, Mr Suneil Sharma and Mr Peter Weir.
NOTED.

The Chairperson welcomed Mr Adrian Donaldson, Chief Executive, to his first meeting
of the Committee.

2. MINUTES OF AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 17 DECEMBER 2008

The Committee considered the draft minutes of the meeting held on 17 December 2008.

It was:-

AGREED:

That the draft minutes of the Audit and Risk Management Committee meeting held on 17 December 2008 should be agreed.

3. MATTERS ARISING FROM MINUTES OF MEETING

3.1 Governance Arrangements Relating To Board, PSNI And DPPs (Item 3.3 And Item 11 Of Minutes Refers)

The Committee noted that:-

- the PSNI Corporate Risk Register for 2008 – 2009 was currently being completed and the Register for 2009 – 2010 was being developed;
- the Chairperson would be discussing with the Chief Constable the provision of information regarding the PSNI Corporate Risk Register to the Committee.

A paper regarding the matter was dealt with at item number 9. NOTED

3.2 Best Practice In Audit Committees (Item 3.4 Of Minutes Refers)

The Committee noted the content of a paper, which was tabled at the meeting, in relation to a report on the Best Practice in Audit Committees Conference which had been held in London on 27 November 2008. NOTED.

Members were provided with a copy of a CD which contained presentations from the conference, together with associated reference documents.

3.3 PSNI Firing Ranges (Item 6 Of Minutes Refers)

The Committee noted:-

- the content of a letter which had been sent to the PSNI seeking details of the business case for the Firearms Range at the new Police College at Desertcreat and details of the running costs;
- the content of a response which had been received from the PSNI which indicated that there was currently no business case available, and that the Board would be briefed in due course.

Following a discussion, it was:-

AGREED:

That PSNI should be asked to provide details of how of the estimated costs of £10m for a new non-mobile Firearms Range at the new Police College were arrived at.

3.4 Use Of Consultants And Contracted Out Services In PSNI (Item 10 Of Minutes Refers)

The Committee noted that the matters had been actioned. NOTED.

During discussion, it was:-

AGREED:

- to write to the PSNI seeking information in relation to costs of the contract for underwater searching;
- that all of the Board's Committees should be asked to monitor high value contracts, including the contract for underwater search.

3.5 Northern Ireland Policing Board Management Statement And Conditions Of Grant (Item 11 Of Minutes Refers)

The Committee noted that the matters had been actioned. NOTED.

4. CHAIRPERSON'S BUSINESS

4.1 Letter Of Appointment As The Board's Accounting Officer

The Committee noted that a letter was awaited from the NIO confirming the Chief Executive's appointment as the Board's Accounting Officer. NOTED.

It was:-

AGREED:

That a copy of the letter should be provided to Members for information at the June 2009 Committee meeting.

4.2 The Audit Committee Self Assessment Checklist

The Chairperson explained, that in line with best practice and in conjunction with Members and the Chief Executive, a Self Assessment Checklist would be completed in respect of the Committee's work for 2008 – 2009 and a report presented to the next meeting. NOTED.

**5. PRICEWATERHOUSECOOPERS (PWC) AUDIT PROGRESS REPORT
2008 – 2009**

The representative from PWC presented a paper which outlined details of:-

- the progress which had been made on the Internal Audit Periodic Work Plan for 2008 – 2009;
- the final Internal Audit Follow-Up Report for 2008 – 2009 with only one recommendation outstanding;
- the proposed Internal Audit Periodic Work Plan for 2009 – 2010.

It was:-

RESOLVED:

To approve the provisional Board's Internal Audit Periodic Work Plan for 2009 – 2010.

6. PRICEWATERHOUSECOOPERS INTERNAL AUDIT REPORT 2008 – 2009

The representative from PWC presented the PWC Internal Audit Annual Report for 2008 – 2009. He advised the Committee that the Board had received a substantial assurance from PWC on the systems and controls currently operating within the Board to deliver its business objectives. He also commented that such a high level of assurance was unusual in the majority of organisations that PWC audited.

Members of this Committee congratulated and thanked the Board's staff for the work which they had carried out in order to allow this level of assurance to be given.

It was:-

RESOLVED:

To approve the PWC Internal Audit Annual Report for 2008 – 2009.

The Committee noted that the Internal Audit contract with PWC ended on 31 March 2009 and thanked the representative from PWC for the work he had carried out for the Board during the past 6 years.

**7. NORTHERN IRELAND AUDIT OFFICE FINANCIAL AUDIT STRATEGY
2008 – 2009**

The Committee noted the content of a paper regarding the Northern Ireland Audit Office (NIAO) Financial Audit Strategy and timetable for 2008 – 2009. NOTED.

The representative from the NIAO advised the Committee, that the audit would include the payment of grants to District Policing Partnerships (DPPs). NOTED.

**8. NORTHERN IRELAND POLICING BOARD HIGH RISK EXCEPTION REPORT
2008 – 2009**

The Committee noted the content of a report on the Board's high risks identified during 2008 – 2009 and management's action to control these risks. NOTED.

Following discussion, it was:-

AGREED:

That the Committee should be provided with information outlining the position in relation to PSNI strategies.

9. PSNI CORPORATE REGISTER 2008 – 2009

The Committee noted the content of a paper which provided Members with an update on the PSNI Corporate Risk Register for 2008 – 2009 and management's action to address these risks. Copies of the 2008 – 2009 Risk Register and the 2009 – 2010 Register would be provided for the next meeting. NOTED.

10. INFORMATION PAPERS

10.1 Minutes Of PSNI Audit And Risk Committee – 29 January 2009

The Committee noted the content of the minutes of the meeting of the PSNI Audit and Risk Committee which had been held on 29 January 2009. NOTED.

It was:-

AGREED:

- that a letter should be sent to the Chief Constable regarding implementation of the new PSNI Corporate Governance Model;
- that a letter should be sent to the PSNI seeking further information regarding draft reports on the audits which had been carried out by the PSNI's internal auditors regarding:-
 - review of case file preparation;
 - review of medical fees; and
 - review of Legal Services.
- that the Chair of the PSNI Audit and Risk Committee should be invited to the next meeting to discuss:-
 - the relationship between the Board's Audit and Risk Management Committee and the PSNI Audit and Risk Committee following devolution;

- succession planning for Senior Police Officers;
- PSNI Legal Services approach to compensation claims.

10.2 Information Regarding Safecall And Single Tender Actions In PSNI

The Committee noted the content of a paper which outlined information regarding Safecall and single tender actions in PSNI. NOTED.

11. MATTERS TO BE RAISED WITH THE CHIEF CONSTABLE AT THE NEXT BOARD MEETING

It was:-

AGREED:

That a question should be drafted to ask the Chief Constable at the next Board meeting regarding the awareness and opportunities for Senior Officers to meet the requirement to apply for jobs at Assistant Chief Constable level and above.

12. COMMUNICATION ISSUES

There were no communication issues arising.

13. ANY OTHER BUSINESS

No other business was conducted.

14. DATE OF NEXT MEETING

The date of the next Audit and Risk Management Committee in June 2009 would be considered by officials and Members would be advised.

(Meeting closed 2.50pm).

Secretariat

March 2009

Chairperson