

## **NORTHERN IRELAND POLICING BOARD**

### **AUDIT AND RISK MANAGEMENT COMMITTEE**

#### **MINUTES OF A MEETING OF THE AUDIT AND RISK MANAGEMENT COMMITTEE HELD ON FRIDAY, 18 SEPTEMBER 2009 AT 1:00PM IN WATERSIDE TOWER, BELFAST**

#### **PRESENT:**

#### **MEMBERS:**

Mr Trevor Ringland (Chairperson)  
Mr Leslie Cree  
Mr David Rose  
Mr Suneil Sharma

#### **PSNI IN ATTENDANCE:**

**(1)** Mr Denis Licence (Non-Executive Chair of  
PSNI Audit and Risk Committee)

#### **NORTHERN IRELAND AUDIT OFFICE (NIAO) IN ATTENDANCE:**

Two Representatives

#### **OFFICIALS IN ATTENDANCE:**

**(2)** Mr Adrian Donaldson (Chief Executive)  
Mr David Wilson (Director of Planning)  
Four Board Officials

- (1) Item numbers 9 and 14**
- (2) Item numbers 9, 10 and 14**

### **1. APOLOGIES, ETC**

Apologies were received from Mr Alex Attwood, Mr Daithí McKay (Vice-Chairperson) and Mr Peter Weir. NOTED.

### **2. MINUTES OF AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 27 MARCH 2009**

The Committee considered the draft minutes of the meeting held on 27 March 2009.

It was:-

**AGREED:**

That the draft minutes of the Audit and Risk Management Committee meeting held on 27 March 2009 should be agreed.

**3. NOTE OF MEETING HELD ON 12 JUNE 2009 TO DISCUSS AUDIT AND RISK MANAGEMENT ISSUES**

The Committee noted details of a record of a meeting held on 12 June 2009 regarding Audit and Risk Management issues and that the decisions had been approved by the Chairman of the Board under standing orders. NOTED.

**4. MATTERS ARISING FROM MEETING HELD ON 12 JUNE 2009**

**4.1 Membership Of Audit And Risk Management Committee** (Item 1 Of Note Refers)

The Committee noted that Members' views that another Board Member should be co-opted on to the Audit and Risk Management Committee would be taken forward under the re-structuring of the Board's Committees. NOTED.

**4.2 Northern Ireland Policing Board Year End Financial Statements** (Item 2 Of Note Refers)

The Committee noted that the Chairperson of the Audit and Risk Management Committee in consultation with the Chairman of the Board had approved the 2008 – 2009 year accounts and had reported the matter to the Board meeting on 2 July 2009. NOTED.

**4.3 Northern Ireland Policing Board Draft Statement On Internal Control 2008 – 2009 Letter Of Appointment As The Board’s Accounting Officer (Item 3 Of Note Refers)**

The Committee noted that the Chairperson of the Audit and Risk Management Committee in consultation with the Chairman of the Board had approved the draft statement on internal control 2008 – 2009 and reported the matter to the Board meeting on 2 July 2009. NOTED.

**4.4 Audit Committee Self Assessment Checklist (Item 7 Of Note Refers)**

This matter was dealt with at item number 6.

**4.5 PSNI Corporate Risk Register 2009 – 2010 (Item 9 Of Note Refers)**

The Committee noted that a letter of thanks had been sent to the PSNI for providing information on the 2009 – 2010 PSNI Corporate Risk Register. NOTED

**4.6 Corporate Governance Structures In PSNI (Item 10 Of Note Refers)**

This matter was dealt with at item number 13.

**4.7 Invite To Chair Of PSNI Audit And Risk Committee (Item 11 Of Minutes Refers)**

This matter was dealt with at item number 14.

**4.8 Away Day (Item 18 Of Note Refers)**

This matter was dealt with at item number 6.

## **5. CHAIRPERSON'S BUSINESS**

### **5.1 Provision Of An Internal Audit Service Provider**

The Committee noted that PricewaterhouseCoopers LLP (PWC) had been appointed as the Board's Internal Audit Service Provider. NOTED.

PWC had started work on the Periodic Workplan for 2009 – 2010 and were also developing the Audit Strategy for 2010 – 2013 which would be presented to the Committee for approval in December 2009. NOTED.

## **6. AUDIT COMMITTEE SELF ASSESSMENT CHECKLIST**

The Committee considered a paper regarding proposed actions to address issues identified within the National Audit Office's (NAO) Audit Committee Self Assessment Checklist.

It was:-

### **RESOLVED:**

To approve the proposed actions outlined in the paper.

Officials suggested that a short briefing should take place at each meeting of the Committee to update Members on audit issues.

Following discussion it was:-

### **AGREED:**

That an Away Day should be arranged for early November 2009 to discuss issues relating to the Committee.

**7. NORTHERN IRELAND AUDIT OFFICE (NIAO) REPORT – POLICE SERVICE OF NORTHERN IRELAND – ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2009**

The Committee noted the content of a paper which provided Members with the Northern Ireland Audit Office (NIAO) report on the PSNI's Final Accounts for the year ended 31 March 2009. NOTED.

A representative from the NIAO outlined details of the Audit Office's findings and the recommendations which had been included in the report.

Following discussion, it was:-

**AGREED:**

That a letter should be sent to the PSNI seeking details in relation to recent scrutiny activity involving ICS.

**8. NORTHERN IRELAND AUDIT OFFICE (NIAO) REPORT – NORTHERN IRELAND POLICING BOARD – ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2009**

The Committee noted the content of a paper which provided Members with the NIAO report on the Northern Ireland Policing Board's Final Accounts for the year ended 31 March 2009. NOTED.

**9. PSNI REPORTS – INTERNAL AUDIT ANNUAL REPORT 2008 / 2009 AND DRAFT MINUTES OF PSNI AUDIT AND RISK MANAGEMENT COMMITTEE (JUNE 2009)**

The Committee noted the following PSNI reports:-

- Internal Audit Annual Report 2008 / 2009;
- Draft minutes of the PSNI Audit and Risk Committee –June 2009.

NOTED.

The Chair of the PSNI Audit and Risk Committee referred to audits which had been given limited assurance level in respect of information assurance, legal services and forensic and the actions which had been taken to address the issues. NOTED.

**10. NORTHERN IRELAND AUDIT OFFICE (NIAO) REPORT – NORTHERN IRELAND POLICING BOARD – INTERNATIONAL FINANCIAL REPORTING STANDARDS SHADOW ACCOUNTS 2009 - 2010**

The Committee noted a paper regarding:-

- the NAO/NIAO Strategy for moving from financial accounts prepared in compliance with UK GAAP Financial Reporting Standards to accounts prepared using International Financial Reporting Standards (IFRS); and
- the Northern Ireland Policing Board's Shadow accounts which had been produced in compliance with IFRS.

NOTED.

In response to a request from a Member, it was:-

**AGREED:**

That a summary of the Board's Management Accounts should be tabled at the Audit and Risk Management Committee in addition to the Resources and Improvement Committee.

**11. GOLDBLATT MCGUIGAN REVIEW OF CONSULTANCY AND OUTSOURCED SERVICES IN PSNI**

The Committee noted a paper which provided Members with an update on the progress towards implementing the recommendations contained in the Goldblatt McGuigan Review of Consultancy and Outsourced Services in the PSNI. NOTED.

**12. ACCOUNTING OFFICER CONFIRMATION APPROVAL LETTER – BOARD CHIEF EXECUTIVE**

The Committee noted the content of a letter which had been received from the NIO confirming the Chief Executive's appointment as the Board's Accounting Officer. NOTED.

**13. CORPORATE GOVERNANCE STRUCTURES IN PSNI**

The Committee noted that the Head of PSNI Corporate Development was not available to give a presentation at the meeting regarding implementation of new PSNI Corporate Governance Model.

It was:-

**AGREED:**

To invite the Head of PSNI Corporate Development to the December 2009 Committee meeting to present the PSNI Corporate Governance Structure and Implementation Plan.

#### **14. MEETING WITH NON-EXECUTIVE CHAIR OF THE PSNI AUDIT AND RISK COMMITTEE**

The Committee considered a paper regarding issues to raise with the Non-Executive Chair of the PSNI Audit and Risk Committee.

The Chair of the PSNI Audit and Risk Committee briefed the Committee on the work of the Audit and Risk Committee, during which he highlighted:-

- details of a Workshop which had been organised for PSNI Personnel regarding corporate governance and assurance framework issues;
- progress which had been made regarding the PSNI Governance Process;
- the impact of the changes which the PSNI had undergone during recent years.

Subsequent discussion focused around:-

- the PSNI Strategic Review;
- the Best Practice for Audit Committees in Government Annual Conference in London on 16 November 2009.
- the statement on internal control and the risks included in it (succession/loss of experienced Senior Officers).

The Chairperson thanked the Non-Executive Chair of the PSNI Audit and Risk Committee for attending and he left the meeting.

#### **15. MATTERS TO BE RAISED WITH THE CHIEF CONSTABLE AT THE NEXT BOARD MEETING**

There were no questions arising from the meeting to ask the Chief Constable at the next Board meeting.

## **16. COMMUNICATION ISSUES**

There were no communication issues arising from the meeting.

## **17. ANY OTHER BUSINESS**

### **17.1 Best Practice For Audit Committees In Government Annual Conference**

The Committee noted that the Best Practice for Audit Committees in Government Annual Conference would be held in London on 16 November 2009. The conference would consider the Audit Committee's risk management and assurance role in the current economic climate. The Chairman and Mr Rose expressed an interest in attending this conference. NOTED.

### **17.2 Confidential Documents**

The Chairperson referred to the Board's responsibilities in relation to documents which were classified as confidential and it was:-

#### **AGREED:**

That the Chief Executive should be requested to remind Members and Officials of their responsibilities in respect of information assurance, confidentiality and disclosure of information belonging to the Board.

## **18. DATE OF NEXT MEETING**

The date of the next Audit and Risk Management Committee was arranged for Friday, 11 December 2009.

(Meeting closed 2.55pm)

**Secretariat**

**September 2009**

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**Chairperson**