

NORTHERN IRELAND POLICING BOARD

AUDIT AND RISK MANAGEMENT COMMITTEE

**MINUTES OF A MEETING OF THE AUDIT AND RISK MANAGEMENT COMMITTEE
HELD ON FRIDAY, 10 DECEMBER 2010 AT 1:30PM IN WATERSIDE TOWER,
BELFAST**

PRESENT:

MEMBERS:

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

**NORTHERN IRELAND AUDIT
OFFICE IN ATTENDANCE:**

Two representatives

**PRICEWATERHOUSE
COOPERS IN ATTENDANCE:**

One representative

**DEPARTMENT OF JUSTICE IN
ATTENDANCE**

Mr David Hughes, Deputy Director
Policing Policy & Strategy Division

OFFICIALS IN ATTENDANCE:

(2) Dr Debbie Donnelly (Deputy Chief Executive)
Mr Sam Hagen (Director of Corporate
Services)
Mr David Wilson (Director of Planning)
Two Board Officials

- (1) Item number 5 to close
- (2) Item number 3.3 to close

1. APOLOGIES, ETC

Apologies were received from Mr Dominic Bradley. NOTED.

No conflicts of interest arising from the agenda were declared by Members. NOTED.

2. MINUTES OF AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 17 SEPTEMBER 2010

The Committee considered the draft minutes of the meeting held on 17 September 2010.

It was:-

AGREED:

That the draft minutes of the Audit and Risk Management Committee meeting held on 17 September 2010 be agreed.

3. MATTERS ARISING FROM MEETING HELD ON 17 SEPTEMBER 2010

3.1 PSNI Attendees At NIPB Committees (Item 4.1 Of Minutes Refers)

The Committee noted that the Chairperson had sent a memo to Chairpersons and Vice Chairpersons of Committees setting out guidelines for receiving guest presenters at Committee meetings. NOTED.

3.2 NIPB Whistle Blowing Policy (Item 9 Of Minutes Refers)

The Committee noted that the revised Board Whistle Blowing policy had been circulated to Board staff and posted on the Board's website on 30 November 2010. NOTED.

3.3 Review Of The Format, Timing And Content Of Information Supplied To The Board By The PSNI (Item 10 Of Minutes Refers)

Officials updated Members on the progress which had been made in relation to the review of the format, timing and content of information supplied to the Board by the PSNI. The

report would be provided to the March 2011 Committee meeting for consideration.
NOTED.

3.4 Issues Discussed With Non Executive Chair Of The PSNI Audit And Risk Committee (Item 14 Of Minutes Refers)

The Committee considered a paper which outlined details of the current position regarding the implementation of recommendations made in respect of the PSNI Internal Audit Review on the Quality of Victim Handling and Public Satisfaction levels. NOTED.

It was:-

AGREED:

To seek a further update on the implementation of the recommendations for consideration at the March 2011 Committee meeting.

The Committee noted that consideration had been given to adding the appointment of Chief Police Officers to the Board's Corporate Risk Register, but it was considered unnecessary. NOTED.

3.5 Board Strategy Event (Item 19.1 Of Minutes Refers)

The Committee noted that the Continuous Improvement Plan, when approved by the Board's Leadership Group, would address the main areas which the Independent Assessor would be recommending for improvement. NOTED.

3.6 Continuous Improvement Report (Item 19.2 Of Minutes Refers)

The Committee noted that the Northern Ireland Audit Office (NIAO) was content with the timeliness of information supplied by the Board to the NIAO in respect of Continuous Improvement. NOTED.

4. CHAIRPERSON'S BUSINESS

4.1 Review Of The Format, Timing And Content Supplied To The Board By PSNI

This matter was dealt with at item number 3.3.

5. BRIEFING BY PRICEWATERHOUSECOOPERS (PWC) ON THE BRIBERY ACT

The representative from Pricewaterhouse Coopers (PWC), briefed the Committee on the Bribery Act 2010. A copy of the briefing is attached at Appendix 'A'.

6. PRICEWATERHOUSECOOPERS (PWC) INTERNAL AUDIT PROGRESS REPORT 2010 – 2011

The Committee noted a paper which provided an update on the progress of the Internal Audit Periodic Work Plan for 2010 – 2011. NOTED.

The representative from PWC outlined details of the following audit assignments which had been completed:-

- Review of corporate governance arrangements and risk assurance with a focus on the attainment of Board Corporate Objectives;
- Review of the effectiveness of the delivery of the Board's Community Engagement Strategy;
- Review of the Management of Press and Public Relations;
- Internal Audit Review of Human Rights Monitoring.

NOTED.

Following discussion, it was:-

AGREED:

- that the audit report on the review of effectiveness of the delivery of the Board's Community Engagement Strategy should be provided to the Community Engagement Committee for information;
- that the audit report regarding human rights monitoring should be issued to the Human Rights and Professional Standards Committee for information.

7. NORTHERN IRELAND POLICING BOARD CORPORATE RISK REGISTER AND DIRECTORATE HIGH RISK EXCEPTION REPORT

The Committee noted a paper regarding the Board's Risk Register, the Directorate high risks and management's action to control these risks. NOTED.

It was:-

AGREED:

- that training on Risk Management should be provided at the March 2011 Committee meeting by the representative from PWC;
- Officials should continue to source relevant training for the new Committee which would be appointed when the Board was reconstituted in 2011.

8. OBSERVATION OF THE PSNI AUDIT AND RISK COMMITTEE MEETING HELD ON 22 OCTOBER 2010

The Committee noted a paper which provided Members with feedback on a meeting of the PSNI Audit and Risk Committee held on 22 October 2010, which the Director of Planning had attended in an observer capacity.

The Director of Planning briefed Members on his attendance at the meeting.

9. INDEPENDENT ASSESSMENT REPORT – AREAS FOR IMPROVEMENT RELATING TO AUDIT AND RISK MANAGEMENT COMMITTEE

The Committee considered a paper which outlined details of the areas for improvement contained in the Independent Assessment report which related to the Committee and the management actions to address these.

A representative from Northern Ireland Audit Office (NIAO) asked to be provided with a copy of the Independent Assessment report in order to complete the Continuous Improvement Inspection report.

10. NORTHERN IRELAND POLICING BOARD TIMETABLE FOR THE PRODUCTION AND CERTIFICATION OF 2010 – 2011 ANNUAL REPORT AND ACCOUNTS

Officials presented a paper which provided a timetable for the production and certification of the 2010 – 2011 Annual Report and Accounts and drew Members' attention to key areas that would ensure that the Board meets its obligation to lay the Report and Accounts in the Assembly before summer recess.

During discussion, the representative from the NIAO provided comments on the timetable.

11. INFORMATION PAPERS

11.1 Northern Ireland Policing Board Management Accounts

The Committee noted the details contained in the Board's Management Accounts to October 2010. NOTED.

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

There were no issues to raise with the Chief Constable at the next Board meeting arising from the meeting.

13. COMMUNICATION ISSUES

There were no communication issues arising from the meeting.

14. ANY OTHER BUSINESS

No other business was discussed.

15. DATE OF NEXT MEETING

The date of the next Audit and Risk Management Committee was arranged for Friday, 18 March 2011.

(Meeting closed 2:45pm).

Secretariat

December 2010

Chairperson