

## **NORTHERN IRELAND POLICING BOARD**

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

**MEETING HELD ON FRIDAY, 21 SEPTEMBER 2007 AT 1:30PM IN WATERSIDE TOWER, BELFAST**

#### **PRESENT:**

#### **MEMBERS:**

Mr Trevor Ringland (Chairman)  
Mr David Rose  
Mr Suneil Sharma

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

Mr Trevor Reaney (Chief Executive)  
**(1)** Mr Sam Hagen (Director of Corporate Services)  
Mr David Wilson (Director of Planning)  
Three Board Officials

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

One representative

#### **PRICE WATERHOUSECOOPERS (PWC) IN ATTENDANCE:**

One representative

**(1) Part of item number 7 to close**

#### **1. APOLOGIES**

Apologies were received from Mr Daithí McKay (Vice-Chairman), Mr Leslie Cree, Mrs Dolores Kelly and Mr Peter Weir. NOTED.

#### **2. MINUTES OF AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 22 JUNE 2007**

The Committee considered the draft minutes of the meeting held on 22 June 2007.

It was:-

**AGREED:**

That the draft minutes of the Audit and Risk Management Committee meeting held on 22 June 2007 should be agreed.

**3. MATTERS ARISING FROM MINUTES OF MEETING**

**3.1 Northern Ireland Policing Board's Risk Management Policy And Implementation** (Item 4.1 Of Minutes Refers)

The Committee noted that a 6 monthly update on areas of high risk affecting the Board would be provided to the December 2007 meeting of the Committee. NOTED.

**3.2 Presentation By The Chairman Of The PSNI Audit Committee** (Item 4.2 Of Minutes Refers)

The Committee noted that the Chairman of the PSNI Audit Committee was unable to attend the meeting to discuss audit issues relating to PSNI but would be available to attend the next meeting of the Audit and Risk Management Committee on 14 December 2007. NOTED.

**3.3 Best Practice** (Item 4.5 Of Minutes Refers)

This matter was considered at item number 6.

**3.4 Review Of Servicing Of Committee** (Item 6.2 Of Minutes Refers)

Members noted that Officials had written to the Chairman and Vice-Chairman and had agreed a way forward regarding the servicing of the Committee. NOTED.

### **3.5 Best Practice for Audit Committees in Government (Item 6.2 Of Minutes Refers)**

The Committee noted that a conference in relation to Best Practice for Audit Committees in Government would be held in London in November 2007.

It was:

#### **AGREED:-**

That all Members of the Committee should be invited to attend the conference and be provided with further details.

## **4. CHAIRMAN'S BUSINESS**

### **4.1 Best Practice For Audit Committees Course**

This matter was considered at item number 3.5.

## **5. INTERNAL AUDIT ANNUAL PROGRESS REPORT 2007/2008**

The representative from Price Waterhouse Coopers (PWC) presented a paper which provided an update regarding the developments and progress of the Board's Internal Audit Periodic Work Plan for 2007/2008.

The Committee noted the content of a report from PWC and that a high assurance rating had been given in respect of an audit which had been carried out regarding the review of governance procedures around the Custody Visiting Scheme. NOTED.

## **6. AUDIT AND RISK MANAGEMENT COMMITTEE REPORT 2006/2007**

The Committee noted the content of a report on the work of the Audit and Risk Management Committee during 2006/2007. NOTED.

## **7. REPORT BY THE NORTHERN IRELAND AUDIT OFFICE ON THE NORTHERN IRELAND POLICING BOARD'S FINANCIAL EXPENDITURE FOR 2006/2007**

The representative from the Northern Ireland Audit Office (NIAO) presented a report to the Committee on the Northern Ireland Policing Board's (NIPB's) financial expenditure for 2006/2007. The NIAO representative commented on the positive outcome of the annual audit.

The Committee noted the content of a letter which had been received from the NIAO which outlined 3 major issues and 1 minor issue arising from the audit of the Board's financial statements for the year ended 31 March 2007 together with the management responses. NOTED.

The Committee noted that two Councils had set up a separate payroll for Members of their District Policing Partnerships (DPPs) which had resulted in them paying significantly less employers national insurance than other Councils and the NIAO had recommended that the Board should follow up on this issue. NOTED.

Following discussion it was:-

### **AGREED:**

- That a letter should be sent to the two Councils seeking information regarding the setting up of the separate payrolls for DPPs.
- That consideration should be given to asking the Local Government Auditors to consider the issue during its next audit of Councils expenditure.

Officials advised the Committee that a VAT audit had been carried out recently by Her Majesty's Revenue and Customs (HMRC) and referred to the positive outcome. An issue had been raised by Officials with the HMRC regarding recovery of VAT on catering costs and a response was awaited. NOTED

## **8. THE USE OF CONSULTANTS IN PSNI**

The Committee considered the content of a paper relating to a request by the Northern Ireland Office (NIO) for the Board to appoint an independent contractor to review the use of consultants in the PSNI.

The Committee noted the content of a letter which had been received from the Deputy Chief Constable which outlined PSNI's agreement in principle to the review and draft Terms of Reference which had been developed by Board Officials in consultation with PSNI and the NIO. NOTED.

During discussion it was:-

### **AGREED:**

That a number of amendments should be made to the Terms of Reference.

It was also agreed to:-

### **RECOMMEND:**

To the Board that a review of the use of consultants in PSNI should be carried out.

## **9. PROGRAMME OF COMMITTEE MEETINGS 2008**

The Committee considered a programme of Audit and Risk Management Committee meetings during the period March to December 2008.

It was:-

**RESOLVED:**

That the dates of meetings in 2008 should be as follows:-

Friday 14 March  
Friday 25 April  
Friday 20 June  
Friday 19 September  
Friday 12 December

**10. INFORMATION PAPERS**

**10.1 PSNI Corporate Risk Register**

The Committee noted the content of the PSNI Corporate Risk Register. NOTED.

It was:-

**AGREED:**

- That Officials should provide the Committee with a summary of the register.
- That the Chairman of the PSNI Audit Committee should be asked to take the Committee through the various stages of the register at the December Committee meeting.
- That information contained in the register should be shared with Members of other Board Committees.

**10.2 Update Report From The Procurement Review Steering Committee**

The Committee noted the content of correspondence from the Deputy Chief Constable which provided an update report from the Procurement Review Steering Committee

which had been set up to review actions flowing from the administrative review of procurement arrangements in PSNI. NOTED.

### **10.3 Status Report On Ballynahinch CCTV Scheme**

The Committee noted the content of a paper which outlined the current position in respect of the funding of Ballynahinch CCTV Partnership. NOTED.

The Chief Executive advised Members that a letter had been received that day from the Solicitors representing the Partnership and undertook to update the Committee on developments at the next meeting. NOTED.

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

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

## **12. COMMUNICATION ISSUES**

There were no communication issues arising from the meeting.

## **13. ANY OTHER BUSINESS**

### **13.1 Director of Corporate Services**

The Chairman thanked the Director of Corporate Services, who would shortly be leaving the Board, for the work that he had carried out for the Committee and extended best wishes to him for the future.

#### **14. DATE OF NEXT MEETING**

The date of the next Audit and Risk Management Committee was arranged for 14 December 2007 at 1:30pm.

(Meeting closed 2.30pm).

**SECRETARIAT**

**September 2007**

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**CHAIRMAN**