

**NORTHERN IRELAND POLICING BOARD**

**AUDIT AND RISK MANAGEMENT COMMITTEE**

**MEETING HELD ON WEDNESDAY, 17 DECEMBER 2008 AT 9:30AM IN  
WATERSIDE TOWER, BELFAST**

**PRESENT:**

**MEMBERS:**

Mr Trevor Ringland (Chairperson)  
Mr Daithí McKay (Vice-Chairperson)  
Mr David Rose  
(1) Mr Suneil Sharma

**OFFICIALS IN ATTENDANCE:**

(2) Dr Debbie Donnelly (A/Chief Executive)  
Mr David Wilson (Director of Planning)  
(3) Mr Sam Hagen (Director of Corporate  
Services)  
Three Board Officials

**PSNI IN ATTENDANCE:**

(4) Mr Dennis Licence (Non-Executive Chair of  
PSNI Audit and Risk Committee)  
(5) Mr Campbell Browne (Head of Procurement  
and Logistical Services)  
(5) Mr Michael Burton (Head of Financial  
Reporting and Accounting Services)

**NORTHERN IRELAND OFFICE  
IN ATTENDANCE:**

(5) One Representative

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

One representative

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

(6) One representative

**GOLDBLATT MCGUIGAN IN  
ATTENDANCE:**

(5) Two representatives

- (1) Part of item number 3 to item number 9
- (2) Part of item number 3 to close
- (3) Part of item number 3 – 8 and 11 to close
- (4) Item number 9
- (5) Item number 10
- (6) Item numbers 1 – 8 and 10 to close

## **1. APOLOGIES**

Apologies were received from Mr Leslie Cree, Mrs Dolores Kelly and Mr Peter Weir.  
NOTED.

## **2. MINUTES OF AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 19 SEPTEMBER 2008**

The Committee considered the draft minutes of the meeting held on 19 September 2008.

It was:-

### **AGREED:**

That the draft minutes of the Audit and Risk Management Committee meeting held on 19 September 2008 should be agreed.

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

### **3.1 Conduct In Respect Of Use Of Language At Meetings (Item 1 Of Minutes Refers)**

The Committee noted that this matter had been actioned. NOTED.

### **3.2 Non-compliance Of PSNI Districts In Relation To Confidential Waste, Fleet And Weapons (Item 3.2 Of Minutes Refers)**

The non-compliance of Districts with various PSNI policies was raised with the Chair of the PSNI Audit and Risk Committee at item number 9. NOTED.

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

This matter was dealt with at item number 11. NOTED.

**3.4 Best Practice In Audit Committees – 27 November 2008 (Item 4.1 Of Minutes Refers)**

The Vice-Chairperson briefed the Committee on a conference on Best Practice in Audit Committees which he had attended in London on 27 November 2008. He recommended that other Members should attend this conference in the future. NOTED.

It was:-

**AGREED:**

That a report on the conference should be provided to Members.

**3.5 Invite To Chairman Of PSNI Audit And Risk Committee (Item 4.2 Of Minutes Refers)**

The matter was dealt with at item number 9. NOTED.

**3.6 Legal Cases (Item 5 Of Minutes Refers)**

The Committee noted that information relating to all future legal cases currently pending including Industrial and Fair Employment Tribunal Cases would be brought to future meetings of the Committee together with details of settlements of cases. NOTED.

**3.7 Review Of Arrangements Regarding The Receipt of IFI Funding** (Item 7 Of Minutes Refers)

The Committee noted the content of a paper which was tabled at the meeting in relation to an outstanding recommendation in the audit report on the Review of Arrangements regarding the receipt of IFI funding which had been resolved. NOTED

**3.8 Congratulations To Staff** (Item 7 Of Minutes Refers)

The Committee noted that this matter had been actioned. NOTED.

**3.9 Northern Ireland Policing Board High Risk Report 2008/09** (Item 8 Of Minutes Refers)

This matter was dealt with at item number 7. NOTED.

The Committee noted details of an extract from the Crime and Disorder Act relating to anti-social behaviour. NOTED.

**3.10 PSNI Internal Audit Annual Report** (Item 11 Of Minutes Refers)

This matter was dealt with at item number 9. NOTED.

**3.11 Status Report On Ballynahinch CCTV Scheme** (Item 12 Of Minutes Refers)

The Committee noted that legal costs incurred to date regarding the Ballynahinch CCTV Scheme was approximately £2,000. The Crown Solicitor's Office had advised that there were no other outstanding costs and confirmation in writing of this had been requested. NOTED.

**3.12 Matters To Be Raised With The Chief Constable At The Next Board Meeting**  
(Item 13 Of Minutes Refers)

The Committee noted that this matter had been actioned. NOTED.

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

The Chairman had no business to raise with the Committee.

#### **5. PRICE WATERHOUSECOOPERS (PWC) AUDIT PROGRESS REPORT 2008/09**

The representative from PWC presented a paper which outlined details of the developments and progress of the Internal Audit Periodic Work Plan for 2008 – 2009.  
NOTED.

The Committee noted the content of a report from PWC, which had been given a substantial assurance rating in respect of the effectiveness of key performance indicators surrounding monitoring of PSNI Human Resources, Human Rights and Training, Education and Development Strategies. NOTED.

#### **6. PSNI FIRING RANGES**

The Committee noted the content of a paper regarding the procurement and use of portable firing ranges by the PSNI.

The Committee noted that the only other non-mobile PSNI Firearms Range was located at the Police College, Garnerville and that current costs of an equivalent firing range facility would be at least £10m. During discussion:-

It was:-

#### **AGREED:**

That PSNI should be asked for details of the business case for the firing range at the new Police College at Desertcreat and details of the running costs.

## **7. NORTHERN IRELAND POLICING BOARD HIGH RISK REPORT 2008 – 2009**

The Committee noted the content of a report on the Board's high risks for the period 1 April – 30 November 2008. NOTED.

Members discussed risks associated with:-

- the devolution of policing and justice to the NI Assembly and the role of the Board;
- the appointment of Chief Police Officers.

It was:-

### **AGREED:**

That the Board should further consider in 2009 the role of the Board pre and post devolution.

## **8. PRESENTATION ON INFORMATION ASSURANCE**

The representative from PWC gave a presentation to the Committee in relation to Information Assurance. A copy of the slides used during the presentation is attached at Appendix "A".

## **9. DISCUSSION WITH THE CHAIR OF THE PSNI AUDIT AND RISK COMMITTEE**

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

Members discussed an oversight role for the Board in relation to audit and risk in the PSNI and suggested that this should be included in the Management Statement and Conditions of Grant.

The Chairperson welcomed the Chair of the PSNI Audit and Risk Committee to the meeting.

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:-

- the appointment of a 3<sup>rd</sup> Non-Executive Director (NED) to the PSNI Audit and Risk Committee;
- issues arising from Internal Audit reports;
- update on recurring issues raised by PSNI Internal Audit relating to District Command Units (DCU) non compliance with Service Procedures;
- the adequacy of review mechanisms to deal with high profile and potentially damaging media stories;
- the progress which had been made by the PSNI Audit and Risk Committee during the past year regarding the PSNI governance process;
- information regarding the PSNI Corporate Risk Register which could potentially be provided to the Board's Audit and Risk Management Committee on a more regular basis.

Subsequent discussion focused around:-

- the appointment of the PSNI Internal Auditors;
- the PSNI governance process. The Committee supported the Chair of Audit and Risk Committee on this area and emphasised the need for the new governance processes to be implemented on a timely basis. Members asked Officials to provide the Committee with an update on progress at the next meeting.

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

## **10. PRESENTATION ON THE INDEPENDENT CONSULTANT'S REPORT REGARDING THE REVIEW OF CONSULTANCY AND CONTRACTED OUT SERVICES IN PSNI**

The Chairperson welcomed representatives from Goldblatt McGuigan, the PSNI and NIO to the meeting.

The representatives from Goldblatt McGuigan presented a report and its findings to the Committee on a review of the use of consultants and contracted out services within the PSNI.

During the presentation, the representatives from Goldblatt McGuigan highlighted:-

- the key aspects of consultancy and contracted out services within the PSNI which had been assessed as part of the review;
- the methodology which had been applied in delivering the assignment;
- the findings in the report which indicated that the policies and procedures in place in relation to the use of consultants by PSNI were satisfactory but some issues needed to be addressed.

The representatives from the PSNI advised that the recommendations contained in the report would be taken forward by the PSNI.

The representative from NIO referred to their policy regarding the use of consultants and suggested that the PSNI continue to review its dependency on consultants.

The Chairperson thanked the representatives from Goldblatt McGuigan, the PSNI and NIO for attending and they left the meeting.

It was:-

## **RESOLVED:**

- to approve the Goldblatt McGuigan report and that it should be published on the Board's website;
- that the Board should issue a news release highlighting the publication of the report;
- that the Resources and Improvement and Human Resources Committees should be asked to continue to monitor the high value contracts listed in Annex 'A' of the paper.

## **11. NORTHERN IRELAND POLICING BOARD MANAGEMENT STATEMENT AND CONDITIONS OF GRANT**

The Committee considered the Management Statement and Conditions of Grant for the Board and the PSNI.

During discussion, it was agreed that:-

- consideration should be given to aspects of governance arrangements between the Board and PSNI for inclusion in the Management Statement;
- the document should be presented to the February 2009 Board meeting;
- the NIO should be advised of the Committee's initial views on the Management Statement and Conditions of Grant.

## **12. INFORMATION PAPERS**

### **12.1 Minutes Of PSNI Audit And Risk Committee – 6 June 2008**

The Committee noted the content of the minutes of the meeting of the PSNI Audit and Risk Committee which was held on 6 June 2008. NOTED.

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

There were no matters arising.

**14. COMMUNICATION ISSUES**

Apart from the issue at item number 10, there were no other communication issues arising from the meeting.

**15. ANY OTHER BUSINESS**

No other business was conducted.

**16. DATE OF NEXT MEETING**

The next Audit and Risk Management Committee is scheduled for Friday, 20 March 2009 at 1:30pm.

(Meeting closed 12.15pm).

**Secretariat**

**December 2008**

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**Chairperson**