

**NORTHERN IRELAND POLICING BOARD**

**AUDIT AND RISK MANAGEMENT COMMITTEE**

**MINUTES OF A MEETING OF THE AUDIT AND RISK MANAGEMENT  
COMMITTEE HELD ON FRIDAY 9 DECEMBER 2016 AT 10.15AM IN  
WATERSIDE TOWER, BELFAST**

**PRESENT:**

**MEMBERS:**

Mr Ross Hussey (Chairperson)  
Mr Ryan Feeney (Vice-Chairperson)  
Mrs Brenda Hale  
Mrs Wendy Osborne

**DEPARTMENT OF JUSTICE IN  
ATTENDANCE:**

Mr Ian Kerr

**NIAO IN ATTENDANCE:**

Mr Neil Gray  
Mr Gary Christie.

**DELOITTE IN ATTENDANCE**

Ms Stacy Bonar, Internal Audit

**PSNI IN ATTENDANCE**

- (1) Mr Dennis Licence (Non-Executive Chair of PSNI Audit and Risk Assurance Committee)
- (1) Mr Stephen Hodgkinson (Incoming Non-Executive Chair of PSNI Audit and Risk Assurance Committee)

**OFFICIALS IN ATTENDANCE:**

- (2) Mrs Amanda Stewart (Chief Executive)
- Mr David Wilson (Director of Support Services)
- Two Board Officials

(1) Item number 12

(2) Except item number 12

## **1 APOLOGIES, ETC**

Apologies were received from Mr Gerry Kelly, Ms Catherine Pollock, who was representing the Board at a meeting of the Youth Advisory Panel, Mr Charles Barnett, Accountant Adviser and Mr Ian Howse, Deloitte. NOTED

The Chairperson asked Members to declare any conflicts of interest arising from the agenda. No conflicts of interest were declared.

The Chairperson asked Members to outline details of any items of business they wished to discuss which were not on the agenda. No further items of business were raised.

## **2 MINUTES OF MEETING HELD ON 29 SEPTEMBER 2016**

The Committee considered the draft minutes of the Audit and Risk Management Committee meeting held on 29 September 2016.

It was:-

### **RESOLVED:**

That the draft minutes of the Audit and Risk Management Committee meeting held on 29 September 2016 be approved.

## **3 MATTERS ARISING FROM THE MEETING HELD ON 29 SEPTEMBER 2016**

### **3.1 Procurement for a Case Management System (Item 4.1 of Minutes refers)**

Officials advised the Committee that the case management system specifications were being prepared for tender. It was anticipated by PSNI that the procurement process would be completed by the end of the financial year. NOTED.

**3.2 Invite to Chair of the PSNI Audit and Risk Assurance Committee  
(Item 5 of Minutes refers)**

Officials advised the Committee that Mr Dennis Licence, Chair of the PSNI Audit and Risk Assurance Committee would join the meeting for agenda item number 12.

Officials explained that PSNI had confirmed that the incoming Chair of the PSNI Audit and Risk Assurance Committee would assume the Chair in June 2017 when he finishes as Chair of the Department of Finance Audit Committee to avoid any actual or perceived conflict of interest. Mr Licence would remain in post until June 2017 and Mr Hodgkinson would attend the PSNI Audit and Risk Assurance Committee as a Member until June 2017.

**3.3 NIPB Management Statement and Financial Memorandum (Item 8  
of Minutes refers)**

The NIPB Management Statement and Financial Memorandum will be dealt with at item 13.2.

**3.4 Internal Audit Project (Item 10 of Minutes refers)**

The Committee noted a letter from PSNI dated 20 October 2016 which provided clarity from PSNI around the Internal Audit Project listed on page 16 of the PSNI Internal Audit Strategy. NOTED.

## **4 CHAIRPERSON'S BUSINESS**

### **4.1 ACC Bonus Legal Challenge**

Officials advised the Committee that the claimant had withdrawn from the proceedings on 5 December 2016. NOTED.

The Chairperson thanked Officials for the work that they had carried out regarding the ACC Bonus Legal case and it was:-

#### **AGREED:**

That all Board Members should be advised of the outcome of the case.

## **5 COMMITTEE DEVELOPMENT AND WORK PLAN 2016/17**

The Committee noted details of an updated Committee Development and Work Plan for 2016/17. NOTED.

In response to a query from a Member, Officials advised the Committee about the procedure for updating the Members' Register of Interests.

## **6 NIPB RISK MANAGEMENT**

The Committee noted a paper which provided Members with an updated NIPB Corporate Risk Register and a report on the Directorate High Risks. NOTED.

In response to a query from a Member, Officials advised the Committee about the controls which had been put in place around PCSP funding and verification visits which have taken place to PCSPs in order to provide assurance for expenditure in the 2015-16 financial year.

Officials advised the Committee that an internal audit was being undertaken in relation to PCSPs and it was:-

**AGREED:**

That the Partnership Committee should be issued with a copy of the internal audit report regarding PCSPs after it has been presented to the Audit and Risk Management Committee.

**7 PSNI DIRECT AWARD CONTRACTS (DACs)**

The Committee noted a paper which provided Members with information on PSNI Directly Awarded Contracts. NOTED.

During discussion it was:-

**AGREED:**

That PSNI should be asked to provide the Committee with further information regarding the direct award contract for service and maintenance of the PSNI helicopter.

**8 PSNI SUSPECTED FRAUDS**

The Committee noted a paper which provided Members with information in relation to PSNI Suspected Frauds for the period April – September 2016. NOTED.

**9 OBSERVATION OF THE PSNI AUDIT AND RISK ASSURANCE MEETING ON 11 NOVEMBER 2016**

The Committee noted a paper which provided feedback in relation to a meeting of the PSNI Audit and Risk Assurance Committee which the Director of Support Services had attended as an observer on 11 November 2016. NOTED.

Following discussion It was:-

**AGREED:**

That further information should be sought around the implementation of the priority 1 recommendation on the Review of Payroll Report referred to in the Chief Constable's Governance Statement.

**10 INTERNAL AUDIT PROGRESS REPORT**

The Committee noted a paper which provided Members with an update on the progress of the Internal Audit Periodic Work Plan for 2016/17. NOTED.

The Internal Auditor briefed the Committee on the progress of the Internal Audit Periodic Work Plan.

The Internal Auditor also briefed Members on an audit assignment which had been completed in respect of compliance with Freedom of Information legislation.

In response to a question from a Member, the Internal Auditor outlined details of the timescale for audit assignments regarding management of information to the Board and human resources policies.

**11 QUESTIONS FOR CHIEF CONSTABLE**

It was:-

**AGREED:**

That a question should be drafted to ask the Chief Constable at the next Board meeting regarding the direct award contract for service and maintenance of the PSNI helicopter and the provision of air support and pilots within the PSNI.

## **12 ISSUES TO BE DISCUSSED WITH DENNIS LICENCE, NON EXECUTIVE DIRECTOR OF THE PSNI AUDIT AND RISK ASSURANCE COMMITTEE**

The Committee noted a paper which identified issues to inform discussion with the Non-Executive Chair of the PSNI Audit and Risk Assurance Committee. NOTED.

The Chairperson welcomed the Non-Executive Chair of the PSNI Audit and Risk Assurance Committee and the Incoming Non-Executive Chair of the PSNI Audit and Risk Assurance Committee to the meeting.

The Non-Executive Chair of the PSNI Audit and Risk Assurance Committee advised Members about:-

- The appointment of a Chair and non-executive Members of the PSNI Audit and Risk Assurance Committee.
- Concerns which the PSNI Audit and Risk Assurance Committee have regarding cuts to the PSNI budget.
- The review of the Police College, Garnerville.
- A review of the Police Service procedures.
- Risks associated with sickness absence in PSNI.
- Risks associated with Police Officers not attending mandatory training courses.

During discussion, Members sought and received further information in relation to:-

- Police Officers attendance at firearms training courses.
- Areas for improvement contained within the report on the HMIC Peel Inspection of PSNI (Efficiency Theme).
- Risks associated with under representativeness in the PSNI.
- Changing patterns of crime.

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

### **13 INFORMATION PAPERS**

The Committee noted the following papers:-

#### **13.1 DAOs and FD letters issued by Department of Finance**

NOTED.

#### **13.2 NIPB Management Statement and Financial Memorandum**

It was:-

**AGREED:**

To recommend to the Board that the NIPB Management Statement and Financial Memorandum be approved.

### **14 COMMUNICATION ISSUES**

There were no matters arising from the meeting for inclusion in a news release.

### **15 ANY OTHER BUSINESS**

No other business was conducted

### **16 DATE OF NEXT MEETING**

The next meeting should take place on Friday 24 March 2017 at 9.30am.

(Meeting closed at 12.05pm).



**BOARD SUPPORT**

**December 2016**

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**Chairperson**