

Report on Material Decisions of the Audit & Risk Committee

From: Ms. Geraldine Campbell, Chair, Audit & Risk Committee

The Audit & Risk Committee met on-line on the 21st September 2022. The agenda items below reflect the material decisions made by the Committee. The agenda from the Committee meeting can be found

Agenda Item 4 – Approval of Minutes .

The Committee approved the minutes of its meeting on the 8th of June 2022.

Agenda Item 5 - Request for Approval of Internal Auditor's Report on the PSI's Payroll, Travel and Allowances Policies and Procedures

The Committee met with the internal auditor in a closed session of the meeting, following which, the Internal Audit Report on the PSI's Payroll, Travel and Allowances Policies and Procedures was presented to the Committee in open session. The Committee was informed the Internal Audit Report had assigned substantial assurance to the PSI's practices with regard to payroll, travel expenses, and allowances with 3 low level findings contained in the Report, relating in the main to documentation issues. The Committee approved the Internal Auditor's report on the PSI's Payroll, Travel and Allowances Policies and Procedures.

Agenda Item 6 - Request for Approval of Revised Audit & Risk Committee Terms of Reference

The Committee agreed to postpone approval of its revised draft terms of reference, pending a recommendation that all PSI Advisory Committee terms of reference should be reviewed annually, (not periodically as suggested in the revised draft terms of reference), be tabled on behalf of the Committee, as an item for discussion at the next meeting of the Special Purposes Committee.

Appendix 1 – Agenda Audit & Risk Committee, 21st September 2022

Agenda

PSI Audit & Risk Committee

Wednesday, 21st September, 2022, 12 noon

Location: Online

Colour code: **Red—for decision; Green—for discussion; Blue—for information**

12:00	1.	Private Committee Time
12:15	2.	Apologies
12:16	3.	Declaration of Interests (See Appendix A) (Chair)
12:17	4.	Request for Approval of the Minutes of the Audit & Risk Committee Meeting held on June 8th, 2022 (Chair)
12:18	5.	Request for Approval of Internal Auditor's Report on the PSI's Payroll, Travel and Allowances Policies and Procedures (Tony Cooney, Crowleys DFK)
12:30	6.	Request for Approval of Revised Audit & Risk Committee Terms of Reference (Interim Registrar)
12:40	7.	Update on the Implementation of Internal Audit Recommendations (Interim Registrar)
12:55	8.	Q2 Financial Management Accounts to 30 June 2022 including financial forecast to year-end (Business Support & Finance Manager)
13:10	9.	Reports on the management of any major incidents, near misses, and lessons learned, and acted upon (Acting Head of Corporate Services)
13:15	10.	(a) Corporate Risk Register (Chief Risk Officer) (b) Strategic Policy and Communication Risk Register (Interim Registrar)
13:35	11.	Update on the tender for PSI Internal Audit Contract Tender (Interim Registrar)
13:40	12.	Update on PSI's implementation of the Protected Disclosures (Amendment) Act 2022 (Head of Governance & Programme Delivery))
13:55	13.	Any Other Business

The meeting should adjourn at approximately 14:00.

The next meeting is scheduled for Wednesday, 30th November 2022.

Ms. Geraldine Campbell, Chair, PSI Audit & Risk Committee.