



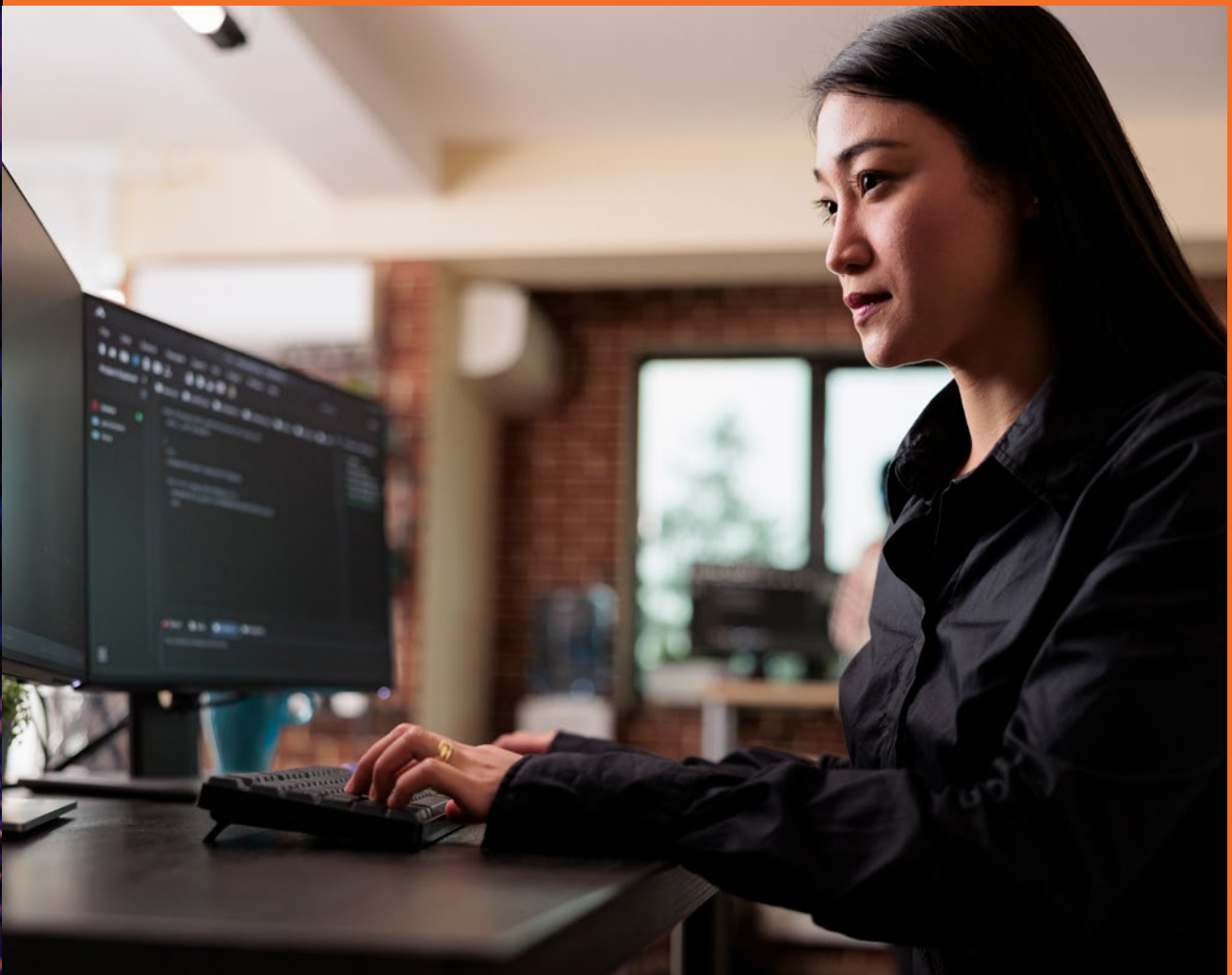
An tÚdarás Slándála Príobháidí
The Private Security Authority

Annual Report

2021

Our Mission

To regulate the activities of those involved in the private security industry to ensure that the interests of consumers are fully protected through the establishment, promotion, monitoring and enforcement of appropriate standards.



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Opening Statement

by Richard O'Farrell, Chairperson
and Paul Scallan, Chief Executive

We are pleased to present the 2021 Annual Report of the Private Security Authority which marks the final year of the fourth Board of the Authority. The outgoing Board's achievements included the extension of licensing to monitoring centre employees, the development of new standards across a number of sectors and the increased use of technology by the Authority. We would like to acknowledge their commitment to the regulation of the Irish security industry and thank them for guiding the Authority's work over the past four years.

The unparalleled conditions of 2020 continued into 2021 as activity in the security industry, as elsewhere in society, was restrained by the ongoing public health situation. In November, we published the results of our research on the impact of Covid-19 on security contractors. As might be expected, three quarters of contractors reported that their turnover in 2021 was below pre-covid levels. As a result, one in every 12 contractors felt their business was at risk with 6% at severe risk of insolvency while 1% were insolvent and another 1% had ceased trading permanently. The research will be of benefit as we prepare our Strategic Plan for the next four years.

In 2021, the Private Security Services (Amendment) Act 2021 extended licensing to enforcement guards. The Authority established a working group to develop the licensing requirements for enforcement guards and in December a public consultation on the requirements for contractors was launched. Our work on improving regulation across the security industry continued with the publication of PSA 67:2021, a new standard for the access control sector, and improving the oversight of the bodies auditing our standards.

While our commitment to meeting the highest standards of regulation continued, some activities, particularly our compliance work and our engagement with industry stakeholders on regulatory matters, were restricted during the year. We are looking forward to 2022 and hopeful that much of the work that was deferred in 2021 can be progressed to a conclusion. Already plans for the licensing of event security and private investigator personnel are well advanced.

Finally, we would like to thank the Minister for Justice and her Department, the Garda Síochána and all those who have supported our regulatory work in 2021. We particularly want to thank our staff who have once again shown their commitment to our goals and worked hard to help achieve them. Like many organisations, the last two years have been challenging for our staff but through their dedication and determination they ensured that we continued to provide a professional regulatory service.



Mr. Richard O'Farrell



Mr. Paul Scallan

2021

at a Glance

Sector	Individuals	Contractors	Turnover (€)
Door Supervisor (Event Security)	N/A	34	1,125,364
Door Supervisor (Licensed Premises)	11,425	47	9,990,257
Locksmith	N/A	226	20,891,026
Private Investigator	N/A	100	7,445,326
Security Guard (Alarm Monitoring)*	651	37	56,440,492
Security Guard (CCTV Monitoring)	N/A	34	23,236,596
Security Guard (Event Security)	N/A	49	3,275,356
Security Guard (Static)	27,559	185	432,400,693
Electronic Security Sector ¹	N/A	1,059	277,936,691
Cash In Transit	1085	4	69,837,640
Total **	40,720	1,775	902,579,441***

* The figure for individuals includes Alarm Monitoring and CCTV Monitoring as one licence covers both categories.

** The number of licences issued is greater than the number of licensed individuals and contractors as some licence holders have licences in multiple sectors.

*** Turnover is based on figures provided by contractors with their application and relates to their previous accounting period.

¹ Reference in this Report to the Electronic Security sectors should be read to include Installers of Access Control, CCTV and Intruder Alarm systems.

Mission and Values

In pursuit of our mandate to protect the public and improve standards within the private security industry, we are committed to the following mission and values.

Our Mission is to regulate the activities of those involved in the private security industry to ensure that the interests of consumers are fully protected through the establishment, promotion, monitoring and enforcement of appropriate standards.

Our Vision continues to be one in which consumers' interests will be protected by a regulated industry with high standards of performance and expertise. This vision is to be maintained through on-going monitoring of all licensed providers and targeted action against those who breach standards. We envision an industry with;

- Strong enforcement delivering transformation of the industry.
- Improved levels of Training and Education.
- Reduced criminality.
- Full rollout of licensing to areas not yet licensed.

and a Private Security Authority with

- Sufficient resources to deliver services.
- Enhanced Service Delivery.

Our values, which we will follow when conducting our business include;

- Working in partnership with our Industry and other relevant stakeholders to develop a regulatory framework from which licence holders and the general public will benefit.
- Providing excellent customer service to existing licence holders, new applicants for licences and consumers of private security services.
- Reducing costs.
- Conducting our business in a transparent, balanced and proportionate manner.
- Being a model employer by creating an environment in which staff can have adequate resources and develop the skills necessary to perform to the best of their ability and potential.
- Maintaining close working relationships with other bodies/organisations whose business or work is directly impacted by the Authority's remit.
- Providing a safer environment for the general public by ensuring that the potential for criminality within our industry is eliminated.

Board of the Authority

Noel Lappin	Chairperson
Padraic Cafferty	Employers Representative
Alan Durnan	Employers Representative
John Garry	Representative of the Minister for Justice
Sean Heading	Employee Representative
Geraldine Kelly	Legal Representative
Eilish McCormack	PSA Staff Representative
Assistant Commissioner John O'Driscoll	Representative of An Garda Síochána
Richard O'Farrell	Discretionary Non Defined Appointee
David Smith	Representative of the Minister for Education and Skills
Christy Waters	Employee Representative

Senior Management Team

Paul Scallan	Chief Executive
Peter O'Dwyer	Chief Inspector
Lisa Kelly	Head of Licensing
Siobhan Cleary	Head of Qualifications and Standards
Joe Duggan	Head of Corporate Affairs

Corporate Governance

The Board, Chief Executive and staff of the PSA are committed to acting at all times in accordance with best corporate practice. We conduct our business ethically and transparently in line with our statutory responsibilities. Corporate Governance within the PSA is guided by:

- Code of Practice for the Governance of State Bodies.
- Private Security Services Acts.
- PSA Board's Own Code of Conduct for Board Members.
- Public Financial Procedures/Public Procurement Procedures.
- Oversight Agreement between the Department of Justice and the PSA.

As a public body and agency of the Department of Justice, we comply with all other miscellaneous instructions on the matter of corporate governance that may from time to time be issued by the Department on behalf of the Department of Public Expenditure and Reform or other Government Departments thus ensuring that appropriate structures and processes are in place so that the highest level of corporate governance is maintained. Each year, the Board undertake an annual review of the system of internal controls in operation in the Authority.

The Board is responsible for the strategic direction of the Authority and the Chief Executive is accountable for the delivery of the Board's strategic objectives. At each Board meeting, the Chief Executive provides the Board with a range of documents including a risk management report, financial statement, update on the progress and implementation of the Strategic Plan and Business Plan, and a report on the implementation of Board decisions.

An Audit and Risk Committee of the Board reviews and assesses the financial and governance processes within the PSA. A minimum of two governance meetings are held with the Department of Justice each year. The PSA is also subject to annual audit by the Department of Justice's Internal Audit Unit and by the Comptroller and Auditor General (C&AG). The Chief Executive is also supported by a PSA Audit Team.

There are procedures in place to ensure that the members of the Board and the staff of the PSA, holding designated positions, comply with the provisions of the Ethics in Public Office Act and the Standards in Public Office Act. We encourage Board members, staff and others who may have concerns about how we conduct our business to engage with protected disclosure and anti-fraud regulations, as appropriate.

The term of the Board of the PSA ended in November 2021 and a new PSA Board had not been appointed by the year's end. The outgoing Board met on 6 occasions during 2021. The table below summarises the attendance at these meetings:

NAME	25/01/21	29/03/21	31/05/21	26/07/21	27/09/21	01/11/21
Noel Lappin**	✓	✓	✓	✓	✓	✓
Padraic Cafferty ***	✓	✓	✓	x	✓	✓
Alan Durnan* ** ***	✓	✓	✓	✓	✓	✓
John Garry*	✓	✓	✓	✓	✓	✓
Sean Heading ***	✓	✓	✓	✓	✓	✓
Geraldine Kelly*	✓	✓	✓	✓	✓	✓
Eilish McCormack	✓	✓	✓	✓	✓	✓
A. Commissioner John O'Driscoll	✓	✓	✓	✓	✓	✓
Richard O'Farrell* ** ***	✓	✓	✓	✓	✓	✓
David Smith	✓	✓	✓	✓	✓	✓
Christy Waters***	✓	✓	✓	✓	✓	✓

* Members of the Audit and Risk Committee.

** Members of the Resources/Strategy Committee.

*** Members of the Certification Committee.

The outgoing Audit and Risk Committee met 4 times in 2021. The activities of the committee included but was not limited to the following;

- Meeting with the Office of the Comptroller and Auditor General and the Department of Justice Internal Audit Unit.
- Meeting with the Contracted Accountant for the PSA.
- A review of the 2020 Department of Justice's Internal Audit Report and the C&AG Report for 2020.
- Review of the 2020 Financial Statements.
- Review of 2020 Assurance Statements.
- Review of System of Internal Control and Statement on Internal Control 2020.
- Review of the Authority Risk Register and Risk Action Plan.

The Certification Committee met on two occasions in 2021 to examine the certification model used for contractor licensing. The Committee recommended that our relationship with certification bodies be put on a more formal footing and this resulted in the issuing of a tender for auditing services in July.

The Resources/Strategy Committee did not meet during 2021 as all issues for consideration were considered at meetings of the Board.

2021

at a Glance

1,447

**Contractors Licensed
At Years End
(2020: 1,434)**

32,439

**Individuals Licensed
At Years End
(2020: 31,104)**

164

**Licences Revoked
(2020: 31)**

**New Standard
Published for
Access Control**

€2,638,738

**Income from Fees
(2020: €2,746,886)**

870

**Enforcement Cases
(2020: 687)**

10,498

**Applications Processed
(2020: 12,062)**

52 Staff

(2020: 52)

Strategic Plan 2019 to 2021

Our fourth Strategic Plan which guided the PSA during the period 2019 to 2021 reached its conclusion at the end of the year. The focus of the Plan was to complete our licensing mandate, enhance the levels of professionalism in our industry, protect consumers and the public and build our relationships with our licence holders.

Our 2021 Business Plan provided the mechanism for delivering our strategic objectives and goals.

The key goals set out in the Strategic Plan are:

- Goal 1: Completing the regulation of the Private Security Industry.**
- Goal 2: Ensuring our industry is compliant with licensing regulations.**
- Goal 3: Raising the levels of standards and qualifications in our industry.**
- Goal 4: Promoting the benefits of our industry.**
- Goal 5: Supporting our staff and enhancing our organisation.**



2021 at a Glance

Goal 1: Passing of legislation extending regulation to enforcement guards

Goal 2: Prosecution of employee for working unlicensed

Goal 3: Development of a new certification model to support regulation

Goal 4: Launch of the new PSA website

Goal 5: Investment in Remote Working and Staff Wellbeing

Progress against Our Goals

Goal 1:

Completing the regulation of the Private Security Industry.

We currently licence contractors across 12 sectors and employees across 4. Plans to extend licensing to employees in the Event Security sector were put on hold in March 2020 and remained thus for the duration of 2021. We are hopeful that the sector will be licensed in the second half of 2022.

The Private Security Services (Amendment) Act 2021 extended licensing to enforcement guards and work on the licensing of this sector has commenced. The licensing of enforcement guards will commence in 2022.

Business Licensing

Despite the continuing impact of the lockdown on the security industry and wider economy, there was an increase in both the number of contractors licensed and the number of sectoral licences in circulation. There were 1,447 contractors licensed at the end of December, an increase of 13 on the number licensed at the end of 2020. At the end of 2019, the figure stood at 1,403 which indicates a 3% increase over the two years of the pandemic.

The table below shows there was an increase of 15 in the number of sectoral licences. The difference between the number of licences in circulation and the number of contractors licensed is accounted for by contractors having licences in multiple sectors.

	2018	2019	2020	2021
Door Supervisor (Event Security)	39	38	36	34
Door Supervisor (Licensed Premises)	52	48	48	47
Locksmith	187	220	224	226
Private Investigator	115	108	107	100
Security Guard (Alarm Monitoring)	34	34	36	37
Security Guard (CCTV Monitoring)	28	29	31	34
Security Guard (Event Security)	46	47	49	49
Security Guard (Static)	190	184	184	185
Installer Electronic Security	973	1,017	1,041	1,059
Cash In Transit	5	4	4	4
TOTAL	1,669	1,729	1,760	1,775

Table 1: Comparison of Number of Licences Issued for each Sector in the years 2018 to 2021

61% of contractors operate in the Electronic Security sectors comprising of Access Control, CCTV and Intruder Alarm. Locksmiths are the next largest group (13%), followed by Security Guard (Static) at 10%.

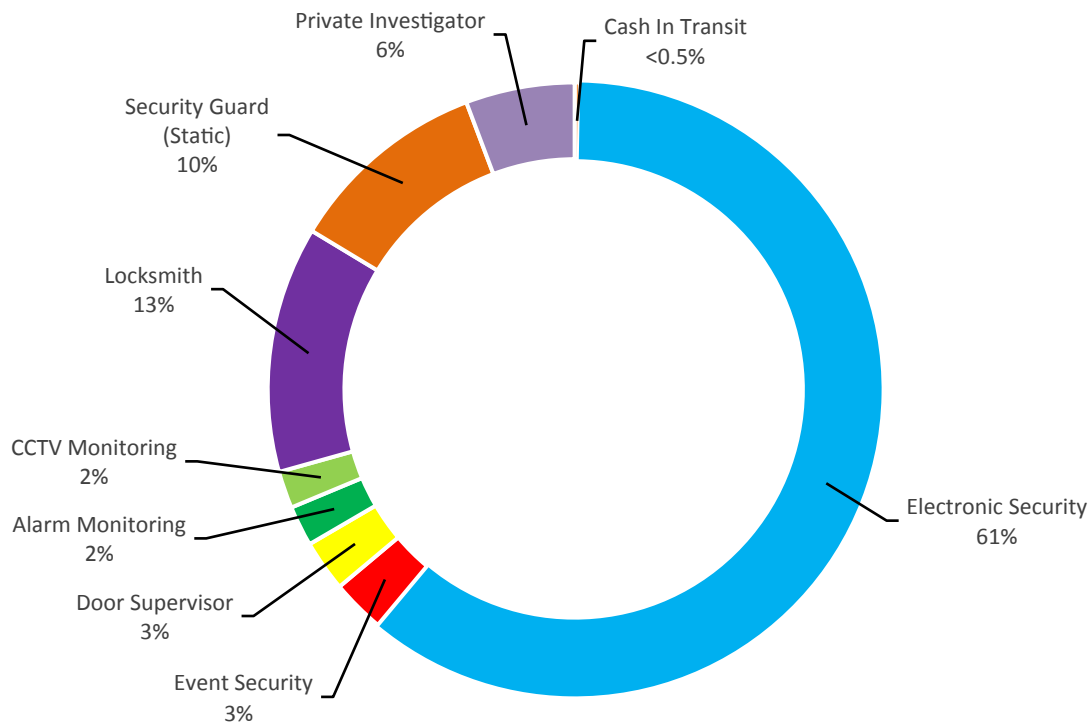


Figure 1: Overview of Contractor Licences by Sector in 2021

Renewal rates remained strong with 92% of contractors who were scheduled to renew during the year doing so. We mentioned in last year's report the success of our instalment arrangements in helping contractors renew their licence. The number of contractors in arrears with their instalments remained unchanged at 10 and these cases are proactively managed by our licensing team. We revoked the licence of one contractor who did not maintain their instalment agreements with us.

882 contractor applications were received during the year, an increase of 199 from 683 in 2020. The increase can be accounted for by the two year licence cycle which sees a higher volume of licences falling for renewal in odd years. 129 of the applications received were from first licence applicants, up 13 on 2020. A further 16 applications were received to add a sector(s) to an existing licence, the majority of which were in the Electronic Sector.

Licence Renewals

749 of the 810 contractors who were scheduled to renew their licence during the year had done so by the end of the year. The non-renewal rate rose slightly from 7% in 2020 to 8% in 2021.

Refusals and Rejections

3 of the 882 applications received during the year were rejected as invalid applications. We refused 4 applications as the contractor failed to meet the requirements of licensing. There were no contractor appeals lodged with the Private Security Appeal Board in 2021.

28 contractors withdrew their application prior to the PSA making a final determination on their application. Contractors do this in order that they may obtain a refund of the licence fee before a refusal decision is issued. A significant number subsequently re-lodge their applications when they have addressed the matters outstanding.

Temporary Licences

Temporary licences are issued to new contractors in the CCTV and Intruder Alarms areas of the Electronic Security sector so that contractors can install systems for the purpose of obtaining the standards required for licensing. At the end of the year, there were 55 temporary licences in circulation, an increase of 4 on the same period last year.

Temporary licences will be extended to the Access Control sector during 2022.

Licence Fees

€1,583,980 was received in contractor licence fees in 2021 compared to €1,353,548 in 2020 and €1,429,237 in 2019 (the comparable year in the 2 year licence cycle).

Year	Turnover
2018	€751,123,050
2019	€781,555,000
2020	€858,923,000
2021	€902,579,000

Table 2: Contactor Turnover Recorded on Licence Applications 2018 to 2021

Table 2 above reflects the continued growth of the security industry with the turnover recorded for licensed contractors increasing by 5% on 2020. While the overall trend is upward some sectors fared better than others. The CCTV and Alarm Monitoring sectors both showed strong increases in turnover while the Security Guard (Static) sector and the Electronics cohort mirrored this upward trend. However, in contrast and not unexpectedly given the ongoing pandemic, a sharp decrease was felt in the Event Security, Door Supervisor and Private Investigator sectors. Locksmiths were also negatively affected by the pandemic restrictions while turnover in the Cash-in-Transit sector remained relatively unchanged.

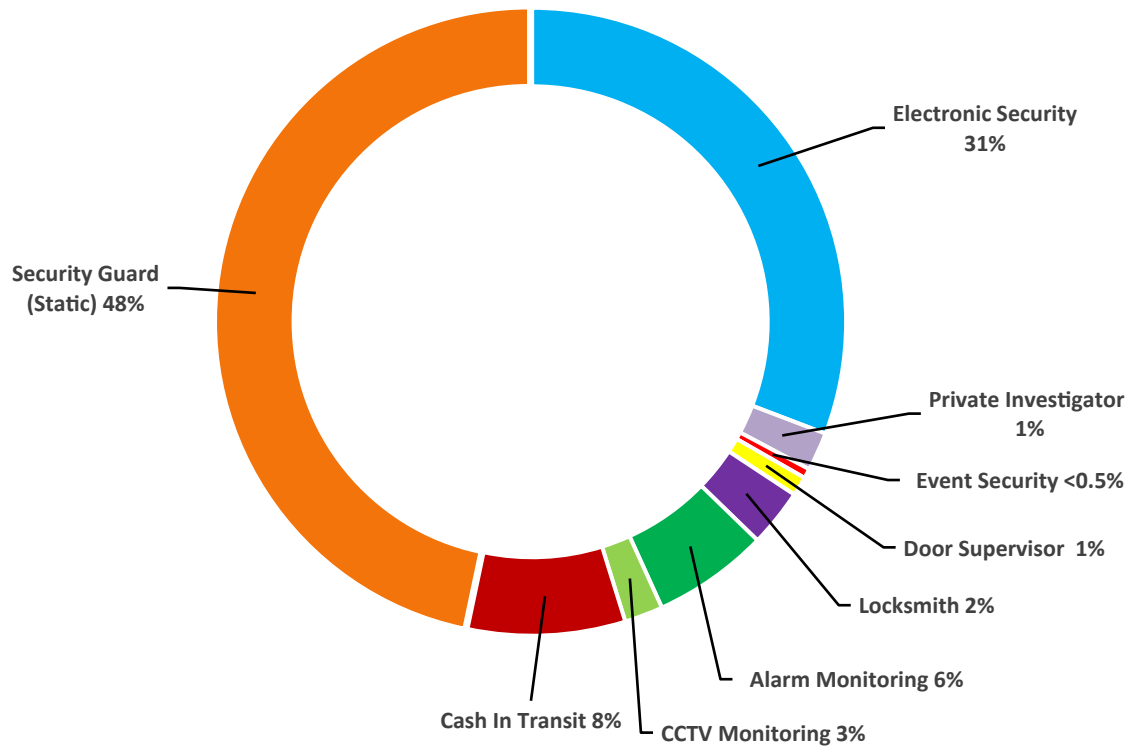


Figure 2: Overview of Contractor Turnover by Sector in 2021

When compared to Figure 1 on page 13, it is noteworthy that while the Electronic Security Sector represents 61% of licence holders, it accounts for 31% of industry turnover. In contrast, the Security Guard (Static) sector accounts for 10% of licence holders and 48% of industry turnover.



Employee Licensing

2021 showed a slight increase in licence numbers over 2020. There were 32,439 individual licence holders at the end of December, up 1,335 and in line with the pre pandemic level of 32,458 in 2019. The number of sectoral licences rose slightly from 40,134 to 40,720.

	2018	2019	2020	2021
Door Supervisor (Licensed Premises)	14,231	13,759	11,966	11,425
Security Guard (Static)	27,902	26,921	26,390	27,559
Security Guard (Monitoring Centre)	351	583	673	651
Cash In Transit	1,227	1,292	1,105	1,085
TOTAL	43,711	42,555	40,134	40,720

Table 3: Comparison of Number of Licences Issued for each Sector in the years 2018 to 2021

Unsurprisingly, the pre pandemic difference of 1,835 is accounted for by the Door Supervisor (Licensed Premises) sector, offset somewhat by the increase in Security Guard (Static) licences. A sizable number of dual Door Supervisor/Security Guard licence holders only renewed their Security Guard licence reflecting the continuing impact of the pandemic on the hospitality sector.

Temporary Training Derogation

To meet the demand for Static Guarding services in 2020 and mindful of the fact that training providers were unable to provide onsite training, the PSA granted a 90-day derogation on the training requirement for new Security Guard (Static) licences. 266 licences were issued pending the completion of training. All other requirements of licensing were met. 102 (38%) of these licences were ultimately revoked due to the non-completion of the training.

Licence Fees

Individual licence fees were €1,185,172 compared to €1,393,338 in 2020 and €1,951,841 in 2019. The fees in the last comparable year in the 3 year licence cycle, 2018, were €1,124,893, which, despite the pandemic is in line with this year's figures.

Licence Applications

We received 9,616 individual licence applications during the year comprising of 4,696 renewals and 4,277 first time applications together with a further 643 (7%) applications which were rejected.

Rejected applications accounted for 7% of all applications in 2021 down from 17% in 2016. Reasons for rejection would include insufficient supporting documentation, incorrectly completed documentation and absence of payment. Many rejected cases are re-lodged as valid applications.

Refusals and Appeals

We refused 62 applications in 2021, down from 98 in 2020. The main reasons for refusing applications remains unchanged and involves the failure to participate in the Garda vetting process or the result of convictions disclosed by the Garda Vetting process.

There were 3 appeals against our decisions to the Private Security Appeal Board in 2021 together with 2 appeals on hand from 2020. By the end of the year, the Appeal Board had not adjudicated on any appeals, meaning that there are 5 appeals on hands at the end of 2021.



Progress against Our Goals

Goal 2:

Ensuring our industry is compliant with licensing regulations.

The continuation of Covid-19 restrictions severely impacted on our enforcement work with all face to face inspections restricted throughout 2021. Our inspectors largely conducted remote inspections of contractors and surveillance work was undertaken to ensure compliance with the licensing regulations.

We received 430 intelligence reports during the year, up from 385 in 2020. Following assessment by our compliance team, 178 of the cases received were not investigated for a variety of reasons the most common being that there was no licensable activity evident, the intelligence received was not sufficient or because the contractor was already licensed. Where we do not investigate intelligence reports, the intelligence is retained and if further reports on the same matter are received, we review the intelligence in light of the new information obtained. The remaining 252 intelligence reports formed part of the 870 enforcement cases opened during the year.

789 of the 870 enforcement cases in 2021 were completed by the end of the year. In 611 (77%) of these cases we identified some form of non-compliance with the licensing requirements. While most were minor breaches and no further action was taken following rectification of the breach, in 96 (16%) cases some form of sanction was warranted. These actions ranged from revocation of the licence and refusal of an application down to the issuing of an advice notice.

We had one prosecution after our investigation uncovered an employee working as a door supervisor while unlicensed at a licensed premises, in Sligo. A copy of a forged licence had been presented to the employer. The employee, Mr. Thomas Byrne, who pleaded guilty, was fined €100 on each of 2 counts with costs of €2,000 awarded to the Private Security Authority.



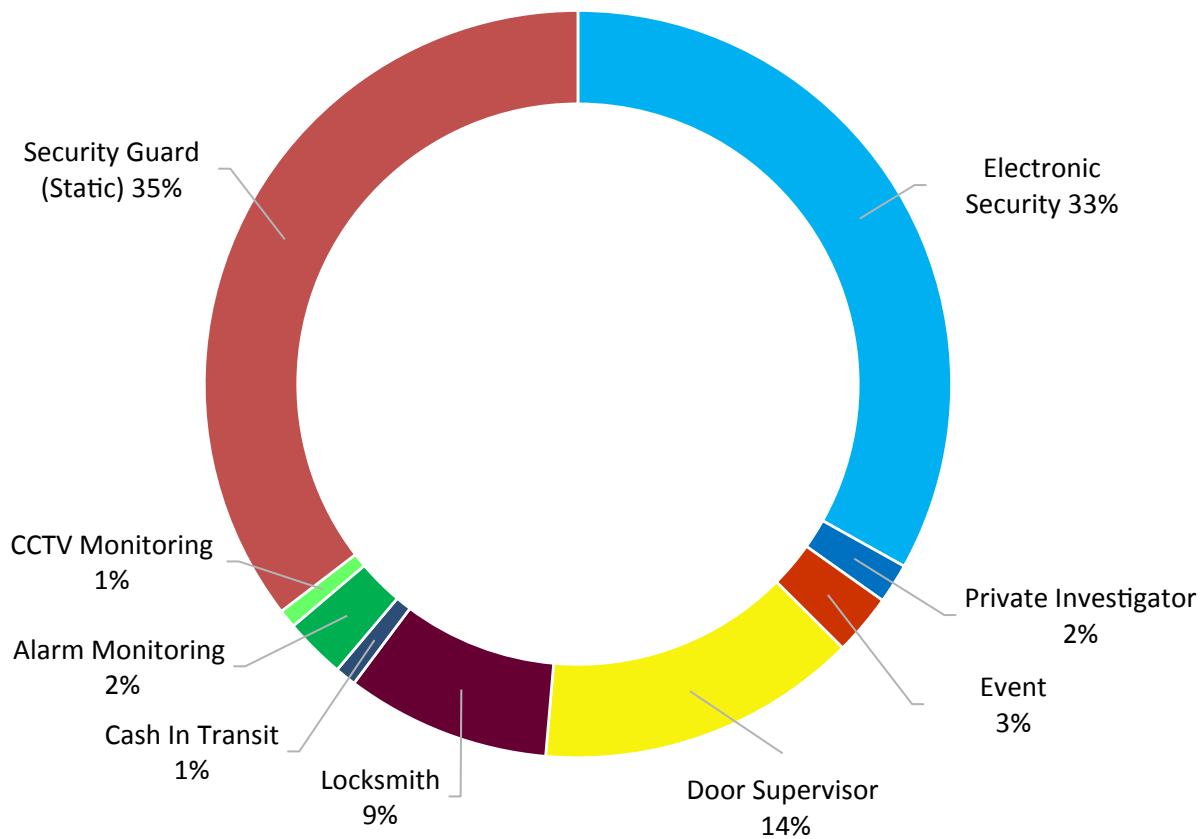


Figure 3: Overview of Enforcement Cases by Sector in 2021

In 2020, we transferred the auditing of the PSA 31:2019 standard for new entrants in the Door Supervisor, Event Security and Security Guarding sectors from external certification bodies to our inspectors. 10 PSA 31 inspections took place in 2021. During the year, our inspectors also commenced inspections of the PSA 76:2018 standard for Cash in Transit contractors and 5 inspections took place.

Buyers of Security

Inspections of those who purchase security services is an important aspect of our compliance work. In 2021, we commenced 196 investigations of buyers of security to ensure that licensing requirements were being met. 190 (97%) buyers were found to be compliant with the licensing regulations while in the remaining 6 cases the buyer terminated the contract of their provider and switched to a licensed provider.

Individual Compliance

We undertook 112 unannounced compliance inspections on licensed premises, retail outlets and a range of other businesses across the country to ensure compliance with the individual licensing requirements. The focus of the inspections was to ensure that those employed providing security services were licensed and complied with the requirement to wear ID badges. 99% of those encountered were licensed while 97% were found to be wearing their ID badge.

Compliance Actions

We have a range of compliance actions that we can take against licence holders who breach the licensing regulations, including prosecution, revocation or suspension of licence or the issuing of an enforcement notice.

As mentioned earlier, 1 unlicensed employee was prosecuted in 2021 while a contractor and 151 employees had their licence revoked. 10 employees had their licence suspended for a period and a further 19 enforcement notices were issued against licence holders.

We examined 17 complaints under Section 39 of the Private Security Services Act during the year in addition to 5 carried over from 2020. Section 39 provides a mechanism by which a person may make a formal complaint against a licence holder. In 3 cases the complainant did not proceed with the case, in 2 cases the complaint was upheld and in 14 cases the complaint was not upheld by the PSA. There were 3 cases still under enquiry at year end.

Action	2019	2020	2021
Advice	1	1	0
Caution	5	8	4
Warning	30	13	14
Reprimand	3	6	1
Suspension	2	6	10
Revocation	25	31	152
Prosecution	2	1	1

Table 4: Summary of Enforcement Actions taken in 2021



Progress against Our Goals

Goal 3:

Raising the levels of standards and qualifications in our industry.

The prescribing of the standards and qualifications to be met by applicants for licences and licence holders is a critical part of our work. The publication of a new technical standard for contractors operating in the access control sector (PSA 67:2021) was a key milestone. Following the enactment of the Private Security Services (Amendment) Act 2021 which extended regulation to enforcement guards, a working group was established to develop the licensing requirements for the sector. In December, we undertook a public consultation on the standard for licensing enforcement guard contractors.

Work on the training requirements for both locksmiths and private investigators continued during the year. We issued a tender document to training providers to design and develop a training course based on the PSA training requirements (PSA 83:2021) for individuals who work in the private investigator sector. The aim is to introduce employee licensing to the sector during 2022.

On the contractor side, we have recommenced work on the standards for the licensing of security consultants and suppliers and installers of safes. We expect to announce a timeframe for licensing both sectors in the second half of 2022. We also undertook some preliminary work on standards for powered gates installers and security dog handlers.

The provision of online training courses for the door supervisor and security guarding sectors continued as a return to classroom based training was delayed by the Covid-19 restrictions. Because of the restrictions we announced a deferment in the commencement date of the new door supervisor and security skills courses to the end of 2022. This will allow time for training providers to complete the validation processes with Quality Qualifications Ireland.

We met with the certification bodies and training providers several times throughout the year. These meetings ensure that providers support the PSA's regulatory mission and provide a forum for discussion and exchange of views on licensing matters. As part of our ongoing monitoring of services, we inspected 4 training providers during the year. We also issued a tender document for the provision of auditing services to replace our current certification model. The new service which will commence in 2022, will allow us take greater control over the audit process. In previous annual reports we have highlighted the high levels of non-conformance against prescribed standards. The new certification model will allow us appoint auditing bodies to specific contractors and will contribute to reducing the high levels of non-conformances.

Progress against Our Goals

Goal 4:

Promoting the benefits of our industry.

We continued to engage with our licence holders, industry stakeholders, their clients and the wider public during 2021. We ran a number of public information campaigns across radio, newspapers and trade magazines focusing attention on areas where we identified a need for engagement.

We launched our new website in April 2021 with an improved design, layout, imagery and functionality that will allow us to expand into social media. Following the website launch, we engaged a branding consultant to advise on branding and social media. A new branding strategy which deals with advertising spend effectiveness, website effectiveness, social media strategy and email marketing has been developed. The new strategy will help us to raise awareness of the benefits of a regulated security industry and work on implanting the strategy will begin in 2022.

6 editions of our e-zine “PSA Watch” were published providing information on key events, important updates and significant industry announcements to interested parties.

Goal 5:

Supporting our staff and enhancing our organisation.

Our staff continued to show their resilience in the face of a difficult working environment and the delivery of most services continued uninterrupted. We recognise that our staff are our greatest strength and we are committed to supporting their development and wellbeing. In 2021, we invested in both physical and emotional wellbeing initiatives for our staff in addition to investment in office equipment and our premises. During the year, we maintained a staffing level of 52, the same as the previous year.

Data Protection

Our Data Protection Officer (DPO) dealt with 3 subject access requests and 6 low level data breaches in 2021. In addition, we received 10 requests for information under Section 41(B) of the Data Protection Act 2018 for use in “preventing, detecting or investigating criminal offences, apprehending or prosecuting offenders”. In November, an external review of the PSA’s compliance with data protection was carried out and recommendations will be actioned in 2022.

The outgoing Board engaged Grant Thornton to undertake a review of our business processes. The review which was ongoing at the end of the year will be considered by the incoming Board in the context of our new Strategic Plan and future business requirements.

Financial Statements

For the year ended 31 December 2021



An tÚdarás Slándála Príobháidí
The Private Security Authority

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Governance Statement And Board Members' Report

The Board of the Private Security Authority (PSA) was established under the Private Security Services Act 2004. The current Board was appointed in March 2022 for a term of four years. The functions of the Board are set out in Section 8 of the Acts.

The Board is accountable to the Minister for Justice and an Oversight Agreement for the period 2020 to 2022 together with a Performance Delivery Agreement for 2021 were in place with the Minister's Department. These agreements define the relationship between the PSA and the Department and sets out agreed goals and objectives for the year.

The Board is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. In November 2018, the Board published its Strategic Plan for the Period 2019 – 2021. The regular day-to-day management, control and direction of the PSA are the responsibility of the Chief Executive Officer (CEO) and the senior management team. The CEO and senior management team follow the broad strategic direction set by the Board, and ensure that all Board members have a clear understanding of the key activities and decisions related to the PSA, and of any significant risks likely to arise. The CEO acts as a direct liaison between the Board and management of the PSA.

Board Responsibilities

The work and responsibilities of the Board are set out in the Private Security Services Acts. Board Members are committed to ensuring that they act in accordance with best governance practice. In addition to the Code of Practice for the Governance of State Bodies, Board members must further adhere to the following PSA documents;

- General Governance Guidelines,
- Code of Business Conduct,
- Ethics in Public Office,
- Protected Disclosures Policy,
- Compliance with Non-Disclosure provisions of the Private Security Services Act 2004 and 2011.

Standing items on the agenda of Board meeting include:

- Declaration of Interests,
- Minutes of meeting,
- Committee reports,
- Financial reports/Management accounts,
- Risk Register,
- Annual Business Plan and Strategic plan updates.

At Board meetings, the CEO provides regular updates on operational matters, the implementation of Board policy, budgetary matters and any other issues of relevance.

Section 4 of Schedule 1 of the Private Security Services Acts requires the CEO, under the direction of the Board, to keep, in such form as may be approved by the Minister for Justice with the consent of the Minister for Public Expenditure and Reform, all proper and usual accounts of money received and expended by it.

The Board is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, its financial position. The Board is responsible for preparing the financial statements and in preparing these statements, the Board is required to:

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that it will continue in operation, and
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board is responsible for approving the annual business plan and budget and this takes place each year at the January Board meeting.

The Board's Evaluation of Performance for 2021 was completed prior to the end of the term of the outgoing Board.

The Board is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board considers that the financial statements of the PSA properly represents the financial performance and the financial position of the PSA at 31 December 2021.

Board Structure

The Board was appointed by the Minister for Justice on the 9th November 2017 and its term expired on 11 November 2021. The new Board was appointed by the Minister on 25th March 2022 and consists of the following members:

Richard O'Farrell	Chairperson (Reappointed)
Una Doyle	Representative of the Minister for Justice
Alan Durnan	Employers Representative (Reappointed)
Mark Griffin	Appointed following PAS recruitment competition
Sean Heading	Employee Representative (Reappointed)
Edward Kenny	Appointed following PAS recruitment competition
David McGuinness	PSA Staff Representative
Aideen Neylon	Appointed following PAS recruitment competition
A Commissioner O. McPartlin	Representative of An Garda Síochána
David Smith	Representative of the Minister for Education and Skills (Reappointed)
Jillian van Turnout	Appointed following PAS recruitment competition

The outgoing Board members were:

Noel Lappin	Chairperson
Padraic Cafferty	Employers Representative
Alan Durnan	Employers Representative
John Garry	Representative of the Minister for Justice
Sean Heading	Employee Representative
Geraldine Kelly	Legal Representative
Eilish McCormack	PSA Staff Representative
A. Commissioner John O'Driscoll	Representative of An Garda Síochána
Richard O'Farrell	Discretionary Non Defined Appointee
David Smith	Representative of the Minister for Education and Skills
Christy Waters	Employee Representative

The outgoing Board met on 6 occasions in 2021. The table below summarises the attendance at these meetings:

NAME	25/01/21	29/03/21	31/05/21	26/07/21	27/09/21	01/11/21
Noel Lappin	✓	✓	✓	✓	✓	✓
Padraic Cafferty	✓	✓	✓	x	✓	✓
Alan Durnan	✓	✓	✓	✓	✓	✓
John Garry	✓	✓	✓	✓	✓	✓
Sean Heading	✓	✓	✓	✓	✓	✓
Geraldine Kelly	✓	✓	✓	✓	✓	✓
Eilish McCormack	✓	✓	✓	✓	✓	✓
A. Commissioner John O'Driscoll	✓	✓	✓	✓	✓	✓
Richard O'Farrell	✓	✓	✓	✓	✓	✓
David Smith	✓	✓	✓	✓	✓	✓
Christy Waters	✓	✓	✓	✓	✓	✓

Audit and Risk Committee

The outgoing Board had an Audit and Risk Committee which met on 4 occasions in 2021 and on one occasion met with a Senior Auditor from the Office of the Comptroller and Auditor General (without the PSA Executive).

The role of the Audit and Risk Committee (ARC) is to support the Board in relation to its responsibilities for the issues of risk, control and governance and associated assurance. The ARC is independent from the financial management of the organisation. In particular, the ARC ensures that the internal control systems including audit activities are monitored actively and independently. The ARC reports to the Board at each meeting, formally and in writing.



Board Members Fees

Fees of €43,605 were paid to Board members in 2021 (2020: €58,140) as follows:

NAME	2021	2020
	€	€
Noel Lappin	€8,997.50	€11,970
Padraic Cafferty	€5,771.25	€7,695
Alan Durnan	€5,771.25	€7,695
Sean Heading*	€5,771.25	€7,695
Geraldine Kelly	€5,771.25	€7,695
Richard O'Farrell	€5,771.25	€7,695
Christy Waters	€5,771.25	€7,695
Eilish McCormack	--	--
David Smith	--	--
John Garry	--	--
John O'Driscoll	--	--

* Mr. Heading's fees are paid directly to his employer, Connect.

Disclosures required by Code of Practice for the Governance of State Bodies (2016)

The Board is responsible for ensuring that the PSA has complied with the requirements of the Code of Practice for the Governance of State Bodies ("the Code"), as published by the Department of Public Expenditure and Reform in August 2016. The following disclosures are required by the Code.



Employee Short-Term Benefits

Employee Short-Term Benefits Breakdown in excess of €60,000

Range of Total Employee Benefits			Number of Employees	
From	To		2021	2020
€60,000	- €69,999		4	3
€70,000	- €79,999		2	1
€80,000	- €89,999		2	1
€90,000	- €99,999		0	0
€100,000	- €110,000		1	1

	2021	2020
	€	€
Consultancy Costs		
- Consultancy services	€149,324	€13,501
- Public relations/marketing	€215,335	€119,948
- Other	€14,224	€20,915
Legal Costs		
- Legal fees	€19,501	€22,946
- Legal advice	€12,183	€11,809
Hospitality		
- Hospitality	€1,582	€3,001
Travel and Subsistence Expenditure		
- Board Members Domestic Travel	Nil	€227
- Board Members International Travel	Nil	Nil
- Employees Domestic Travel	€47,282	€47,580
- Employees International Travel	Nil	Nil
CEO Salary/Travel and Subsistence		
- Salary	€105,129	€103,126
- Travel/Subsistence	€1,048	€1,797

Statement of Compliance

The Board has adopted the Code of Practice for the Governance of State Bodies (2016) and has put procedures in place to comply with the Code. The PSA will continue to adopt the Code of Practice for the Governance of State Bodies and will take into account any items of non-compliance identified by respective auditors going forward.



Mr. Paul Scallan
Chief Executive:

Date: 30th May 2022



Mr. Richard O'Farrell
Chairperson:

Date: 30th May 2022

Statement on Internal Control

Scope of Responsibility

On behalf of the Board of the Private Security Authority (PSA) and in accordance with the requirements of the 2016 Code of Practice for the Governance of State Bodies (the “Code”), I wish to acknowledge the Board’s responsibility for ensuring that an effective system of internal control is maintained and operated by the PSA.

Purpose of System of Internal Control

The system of internal control is designed to manage risk to a tolerable level rather than eliminate it. It can therefore only provide reasonable and not absolute assurance that a loss or error will not occur. The current system of controls has developed over many years and been subject to continuous review by the Board of the PSA.

Expiry of Board

The Board of the Private Security Authority expired on 11 November 2021 and a new Board was appointed on 25 March 2022. For this period no Audit and Risk Committee was in place. At the first meeting of the new Board on 4 April 2022 a new Audit and Risk Committee was appointed. The report on the review of the system of internal controls operating during 2021 was approved by the Audit and Risk Committee at its first meeting on 16 May 2022.

Risk Management

The Audit and Risk Committee of the Board (ARC) met four times in 2021. It comprised of four Board members one with financial expertise and one of whom is Chair. A member of the Executive acts as Secretary.

The Department of Justice Internal Audit Unit provide internal audit services to the Authority. The work programme is agreed between the Unit, the ARC and Executive.

The risk management policy is continually reviewed by the ARC and a risk report is presented at each meeting of the ARC and Board.

Risk and Control Framework

The PSA has implemented a risk management system which identifies and reports key risks and the management actions being taken to address and, to the extent possible, to mitigate those risks. A Risk Appetite Statement was developed in 2020 which helped strengthen the control measures already in place.

A risk register is in place which identifies the key risks facing the PSA and these have been evaluated and graded according to their significance. The register is reviewed and updated (by the PSA Executive), considered by the Audit and Risk Committee and reviewed at PSA Board Meetings. The outcome of these assessments is to ensure risks are managed to an acceptable level.

The risk register details the controls and actions needed to mitigate risks and responsibility for operation of controls assigned to specific managers. The control environment includes the following;

- procedures for all key business processes have been documented,
- financial responsibilities have been assigned at management level with corresponding accountability,
- there is an appropriate budgeting system with an annual budget which is kept under review by the Board and senior management,
- there are systems aimed at ensuring the security of the information and communication technology systems,
- there are systems in place to safeguard the assets.

Ongoing Monitoring and Review

All control processes are monitored by senior management. Control deficiencies are reported and discussed at management meetings. The Board is kept informed by the Chief Executive's report at each Board meeting and the Risk Register of relevant matters. In addition, the Chief Executive has an audit team who undertake periodic checks across all aspects of the business. I confirm that the following ongoing monitoring systems are in place:

- Key risks and related controls have been identified and processes have been put in place to monitor the operation of those key controls and report any deficiencies,
- Reporting arrangements have been established at all levels where responsibility for financial management has been assigned and
- There are regular reviews by senior management of periodic and annual performance and financial reports which indicate performance against budgets/forecasts.

Procurement

During 2021, the PSA complied with current procurement rules with the exception of one contract with a value of €23,735 that was extended beyond the original contract expiry date without a new competitive process. The contract has now been awarded after an appropriate procurement process.

The PSA adhered to the Department of Justice guidelines on the payment of invoices.

Covid 19 Pandemic

The Covid-19 pandemic resulted in some changes to the working and control environment with remote and virtual working becoming the norm in the Private Security Authority. As a result, the Authority first introduced a number of procedural and control changes in 2020. Under the Authority's risk and control framework, management carried out a full risk assessment of the Covid-19 impact on the control environment in 2020. We confirm that the controls both existing and those introduced as a result of Covid-19 continue to be effective.

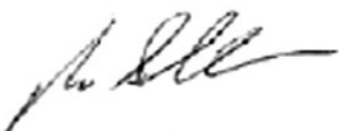
Review of Effectiveness

A review of the internal controls in place in 2021 was completed by the Audit and Risk Committee on 16th May 2022.

Internal Control Issues

During 2021 an external review of the application of general data protection requirements (GDPR) in the PSA was conducted. Arising from this review a number of high level recommendations were raised. An implementation plan was finalised in the final quarter of 2021 and this plan is currently being progressed by the Authority.

No other weaknesses in internal control were identified in relation to 2021 that require disclosure in the financial statements.



Mr. Paul Scallan
Chief Executive:

Date: 30th May 2022



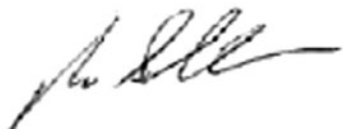
Mr. Richard O'Farrell
Chairperson:

Date: 30th May 2022

Statement of Income and Expenditure and Retained Revenue Reserves for the year ended 31 December 2021

		2021		2020	
	Notes	€	€	€	€
INCOME					
Oireachtas Grant	2		3,738,082		3,285,045
Licence Fees	3		2,636,310		2,685,453
Inspectorate	15		5,400		800
			<u>6,379,792</u>		<u>5,971,298</u>
Transfer from/(to)					
Capital Account	8		59,239		74,782
			<u>6,439,031</u>		<u>6,046,080</u>
EXPENDITURE					
Staff Costs	4	2,618,697		2,488,897	
Administration	5	1,094,169		864,308	
Total Expenditure		3,712,866		<u>3,353,205</u>	
Surplus for the year before remittances			2,726,165		2,692,875
Remitted to the Department of Justice	3		(2,565,000)		(2,643,000)
Surplus/ (Deficit) for the year			161,165		49,875
Surplus brought forward			102,463		52,588
Surplus at 31 December			<u>263,628</u>		<u>102,463</u>

The Statement of Income and Expenditure and Retained Revenue Reserves includes all gains and losses recognised in the year. The statement of cash flows and notes 1 to 16 form an integral part of these financial statements



Mr. Paul Scallan
Chief Executive:

Date: 30th May 2022



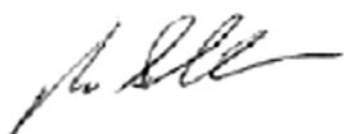
Mr. Richard O'Farrell
Chairperson:

Date: 30th May 2022

Statement of Financial Position as at 31 December 2021

	Notes	2021	2020
		€	€
TANGIBLE ASSETS			
Property, plant and equipment	6	78,040	137,279
CURRENT ASSETS			
Receivables		102,348	9,375
Bank and cash		166,782	96,971
Inventory		<u>11,160</u>	<u>12,429</u>
		280,290	118,775
CURRENT LIABILITIES			
Payables	7	<u>16,662</u>	<u>16,312</u>
NET CURRENT ASSETS		263,628	<u>102,463</u>
TOTAL NET ASSETS		<u>341,668</u>	<u>239,742</u>
LONG TERM LIABILITIES			
Capital Account	8	78,040	137,279
Income and Expenditure and Retained Earnings		<u>263,628</u>	<u>102,463</u>
		<u>341,668</u>	<u>239,742</u>

The statement of cash flows and notes 1 to 16 form an integral part of these financial statements



Mr. Paul Scallan
Chief Executive:

Date: 30th May 2022



Mr. Richard O'Farrell
Chairperson:

Date: 30th May 2022

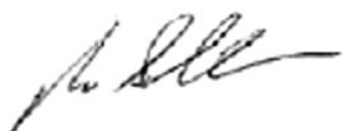
Statement of Cash Flows for the year ended 31 December 2021

Cash flows from operating activities	2021	2020
	€	€
Operating surplus/(deficit) for year	161,165	49,875
Depreciation of Tangible Assets	59,239	81,356
Transfer to Capital Account	(59,239)	(74,782)
Decrease/(Increase) in Inventory	1,269	(7,139)
(Increase)/Decrease in Receivables	(92,973)	10
Increase /(Decrease) in Payables	350	--
Net cash inflow from operating activities	69,811	49,320
Cash flows from investing activities		
Payments to acquire property, plant and equipment	-	(6,574)
Increase/(Decrease) in cash and cash equivalents	<u>69,811</u>	<u>42,746</u>

Statement of Changes in Net Funds

	2021	2020
	€	€
Net funds at 1 January	96,971	54,225
Net funds at 31 December	<u>166,782</u>	<u>96,971</u>
Increase/(Decrease) in Cash	<u>69,811</u>	<u>42,746</u>

Notes 1 to 16 form an integral part of these financial statements



Mr. Paul Scallan
Chief Executive:

Date: 30th May 2022



Mr. Richard O'Farrell
Chairperson:

Date: 30th May 2022

Notes to the Financial Statements for the year ended 31 December 2021

1. Statement Of Accounting Policies

The basis of accounting and significant accounting policies are set out below. They have all been applied consistently throughout the year and for the preceding year.

A. General Information

The Private Security Authority was set up under the Private Security Services Act 2004, with a head office in Tipperary town. The Private Security Authority is a Public Benefit Entity.

B. Basis Of Accounting

These financial statements have been prepared in accordance with the accounting policies set out below and in accordance with generally accepted accounting principles under the historical cost convention and in the form approved by the Minister for Justice.

C. Licence Fees

Licence fees are recognised as income in the period they are received. The fees collected are remitted monthly to the Department of Justice on a monthly basis. A liability is not recognised for fees received in the last month of the accounting year and remitted to the Department in the subsequent year.

D. Oireachtas Grants

These are accounted for on a cash received basis. Oireachtas grants comprise funds provided to the Authority by the Vote of the Department of Justice through the direct payment by the Department of salary and administration costs.

E. Property, Plant And Equipment And Depreciation

Property, plant and equipment are shown at cost, or estimated market value, less accumulated depreciation. Fixed assets are depreciated on a straight-line basis over their estimated useful life starting in the month the asset is placed in service.

Furniture & fittings	10%
IT Equipment	20%
Online renewal system	20%
Office Equipment	20%

2. Oireachtas Grant

	2021	2020
	€	€
Sub-Head B16 of Vote 24 – Justice		
- for pay and general administration costs	3,738,082	3,285,045

3. Licence Fees

The licensing cycle is a two-year cycle for contractors, and a three-year cycle for individuals, with the majority of contractors falling due for renewal in year 1 and the majority of individuals falling due for renewal in year 2 of the 3 year cycle. Individual applicants are greater in number but give rise to less licence fee income. The Authority's fee income, therefore, fluctuates in line with the licensing cycle.

Remittance to the Department of Justice

	2021	2020
	€	€
Licence fees received in prior period due to be remitted as at start of year	96,710	54,088
Bank charges in the year	(555)	(631)
Licence fee income in the year	2,636,310	2,685,453
Inspectorate Income	5,400	800
Remitted to the Department of Justice	<u>(2,565,000)</u>	<u>(2,643,000)</u>
Amount due to be remitted at end of year	<u>172,865</u>	<u>96,710</u>

4. Staff Costs

	2021	2020
	€	€
Salaries and wages	2,571,415	2,441,090
Travel and subsistence - national	47,282	47,807
Travel and subsistence - international	<u>0</u>	<u>0</u>
	2,618,697	2,488,897

The Authority employed **52** staff at 31 December 2021 (2020: 52).

5. Administration

	2021	2020
	€	€
Consultancy services	149,324	13,501
Legal advice	12,183	11,809
Audit fee	12,050	11,700
Accountancy fee	4,612	4,612
Public Relations / Marketing	215,335	119,948
Other	14,224	20,915
General		
Office expenses	65,698	84,113
Authority members' fees	43,605	58,140
Communications costs	167,294	119,402
Licensing costs	87,196	67,084
Depreciation	59,239	81,356
Repairs & maintenance	65,230	3,895
External Inspectors	-	-
Other IT costs	175,572	223,298
Legal Costs		
Legal fees	19,501	22,946
Hospitality		
Hospitality	1,582	3,001
Appeals Board	<u>1,524</u>	<u>18,588</u>
	1,094,169	864,308

6. Property, Plant And Equipment

	Furniture & Fittings	IT Equipment	Online Renewal System	Office Equipment	Total
	€	€	€	€	€
COST					
At 1 January	0	510,056	392,905	34,427	937,388
Additions	0	0	0	0	0
Disposals	0	(495)	0	0	(495)
At 31 December	0	509,561	392,905	34,427	936,893
ACCUMULATED DEPRECIATION					
At 1 January	0	504,649	264,855	30,605	800,109
Charge for year	0	1,315	56,370	1,554	59,239
Disposals	0	(495)	0	0	(495)
At 31 December	0	505,469	321,225	32,159	858,853
NET BOOK VALUE					
At 31 December	0	4,092	71,680	2,268	78,040
At 1 January	<u>0</u>	<u>5,407</u>	<u>128,050</u>	<u>3,822</u>	<u>137,279</u>

7. Payables

	2021	2020
	€	€
Audit fee	12,050	11,700
Accountancy fee	<u>4,612</u>	<u>4,612</u>
	<u>16,662</u>	<u>16,312</u>

8. Capital Account

	2021	2020
€	€	€
Opening Balance	137,279	212,061
Additions	0	6,574
Amortisation	<u>(59,239)</u>	<u>(81,356)</u>
Transfer from/(to)		
Statement of Income and Expenditure	<u>(59,239)</u>	<u>(74,782)</u>
Balance as at 31 December	<u>78,040</u>	<u>137,279</u>

9. Retirement Benefit Costs

All of the Authority's staff have been seconded from the Department of Justice. Pension costs of such staff will be met out of Superannuation Vote 12 and no provision has been made in these financial statements in respect of these costs.

10. Private Security Appeal Board

The Private Security Appeal Board was set up to hear and determine appeals against decisions by the Authority. The Appeal Board is made up of four members and a Chairperson. The Appeal Board is appointed by the Government and is independent of the Authority. The costs incurred by the Board are met by the Department of Justice.

11. Additional Superannuation Contributions

Salary costs included in this account are the gross costs to the Authority for the period. The Department of Justice pays salaries on behalf of the Authority. Additional Superannuation Contributions, as per Section 4 of the Public Service Pay and Pensions Act 2017, are made by the Department and are retained as Appropriations-in-Aid for that Department. This amounted to €53,103 in 2021 (2020: €66,810).

12. Related Party Disclosures

In accordance with the Code of Practice for the Governance of State Bodies, the authority has in place procedures in relation to the disclosure of interests by Board Members and employees. These codes include guidance in relation to the disclosure of interests by Board Members and these procedures have been adhered to by the Board during the year. There were no transactions in the year in relation to the Authority's activities in which members had any beneficial interest.

13. Accommodation Note

The Authority operates from accommodation at Davis Street, Tipperary Town which is provided free of charge by the Office of Public Works.

14. Chief Executive Remuneration

The Chief Executive's remuneration for 2021 was made up of an annual basic salary of €105,129 (2020: €103,126). In addition the Chief Executive received €1,048 in respect of travel and subsistence expenses in 2021 (2020: €1,797) in accordance with civil service travel and subsistence rates. Pension entitlements do not extend beyond the standard entitlements in the public sector defined benefit superannuation scheme. No performance related payments were made in 2021.

15. Inspectorate Fees

Inspectorate fees consist of fines for non-compliance with the Authority's regulations and amounted to €5,400 in 2021 (2020: €800). These fees are accounted for in licence fee income.

16. Approval Of Financial Statements

These accounts were approved by the Authority on 30 May 2022.

Comptroller and Auditor General Audit Certificate



Ard Reachtaire Cuntas agus Ciste **Comptroller and Auditor General**

Report for presentation to the Houses of the Oireachtas

Private Security Authority

Opinion on the financial statements

I have audited the financial statements of the Private Security Authority for the year ended 31 December 2021 as required under the provisions of Schedule 1 (4) of the Private Security Services Act 2004. The financial statements comprise

- the statement of income and expenditure and retained revenue reserves
- the statement of financial position
- the statement of cash flows, and
- the related notes, including a summary of significant accounting policies.

In my opinion,

- the financial statements properly present moneys received and spent by the Private Security Authority for 2021 and
- the financial position at 31 December 2021 is in accordance with the accounting policies set out in the financial statements.

Basis of opinion

I conducted my audit of the financial statements in accordance with the International Standards on Auditing (ISAs) as promulgated by the International Organisation of Supreme Audit Institutions. My responsibilities under those standards are described in the appendix to this report. I am independent of the Private Security Authority and have fulfilled my other ethical responsibilities in accordance with the standards.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Report on information other than the financial statements, and on other matters

The Private Security Authority has presented certain other information together with the financial statements. This comprises the governance statement and the statement on internal control. My responsibilities to report in relation to such information, and on certain other matters upon which I report by exception, are described in the appendix to this report.

I have nothing to report in that regard.



Paul Southern
For and on behalf of the
Comptroller and Auditor General

2 June 2022

Appendix to the report

Responsibilities of the Authority

The governance statement sets out the Authority members' responsibilities. The Authority is responsible for

- the preparation of annual financial statements in the form prescribed under Schedule 1 (4) of the Private Security Services Act 2004.
- ensuring that the financial statements properly present moneys received and spent for 2021 and its financial position at 31 December 2021 in accordance with the accounting policies set out in the financial statements
- assessing whether the use of the going concern basis of accounting is appropriate, and
- such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Responsibilities of the Comptroller and Auditor General

I am required under Schedule 1 (4) of the Private Security Services Act 2004 to audit the financial statements of the Private Security Authority and to report thereon to the Houses of the Oireachtas.

My objective in carrying out the audit is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement due to fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional scepticism throughout the audit. In doing so,

- I identify and assess the risks of material misstatement of the financial statements whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- I obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls.
- I evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures.

- I conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit evidence obtained, on whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Private Security Authority's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my report. However, future events or conditions may cause the Private Security Authority to cease to continue as a going concern.
- I evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I report by exception if, in my opinion,

- I have not received all the information and explanations I required for my audit, or
- the accounting records were not sufficient to permit the financial statements to be readily and properly audited, or
- the financial statements are not in agreement with the accounting records.

Information other than the financial statements

My opinion on the financial statements does not cover the other information presented with those statements, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, I am required under the ISAs to read the other information presented and, in doing so, consider whether the other information is materially inconsistent with the financial statements or with knowledge obtained during the audit, or if it otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

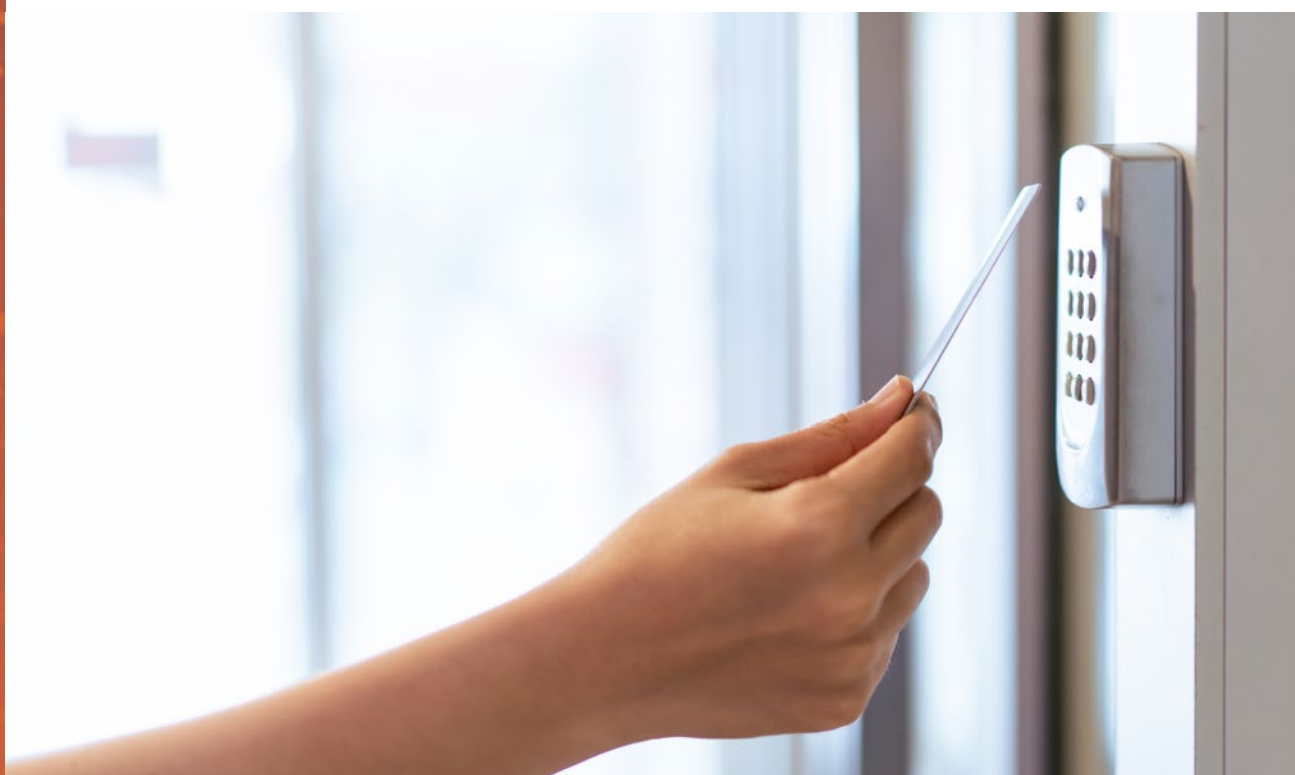
Reporting on other matters

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation. I report if I identify any material matters relating to the manner in which public business has been conducted.

I seek to obtain evidence about the regularity of financial transactions in the course of audit. I report if I find any material instance where public money has not been applied for the purposes intended or where transactions did not conform to the authorities governing them.

Recommendations and Management Comments from the 2021 Internal Audit Report (IAU) with status at 31st December 2021. The Comptroller and Auditor General made no recommendations in 2021.

	Recommendation	Management Comment	Status
IAU1	The PSA should have a fully independent member appointed to its Audit Committee that is neither an employee nor a board member. In accordance with the code of guidance for the governance of state bodies audit committee document 2016.	<p>This recommendation was previously recorded in the 2016 C&AG management letter. Following the establishment of the new Board in November 2017, the new ARC met with the C&AGs in January 2018. The implementation of the recommendation was one of the issues discussed. The ARC advised that a Board decision had been made by the previous Board to have somebody appointed to the Board with accountancy/financial experience and this person is now sitting on the Audit Committee. The issue had been discussed with the Department during the recruitment of the new Board. The C&AG were satisfied with this response and no reference to the matter was made in the 2017 management letter.</p> <p>It should also be noted that under its Terms of Reference, the Committee may co-opt additional members to the Committee or procure specialist advice.</p> <p>The PSA understood from its attendance at seminars and other fora on the Code that this was not a compulsory requirement for smaller non-commercial State Bodies. If this has changed we are not aware of same. The matter will be visited again when the new Board is appointed at the end of 2021.</p>	Closed



Appendices

Appendix 1 – Public Sector Duty

The Irish Human Rights and Equality Commission Act 2014 requires a public body, having regard to its functions, purpose, size and resources available to it, to:

Assess – set out in its strategic plan an assessment of the human rights and equality issues it believes to be relevant to the functions and purpose of the body;

Address – set out in its strategic plan the policies, plans and actions in place or proposed to be put in place to address those issues;

Report – report on developments and achievements in its annual report.

The PSA developed the following proposal to ensure we comply with Section 42 of the 2014 Act:

1. To undertake an assessment of our staff and of the security industry to identify key equality and human rights issues for people who work in the PSA and in the industry. The assessment of the security industry will be undertaken by way of survey.

To address equality and human rights issues identified as part of the assessment and these will be developed as part of our strategic planning process to be included in the new Strategic Plan.

2. To review and communicate progress in relation to addressing equality and human rights issues that are relevant to our role of licensing and regulating the private security industry in our Annual Report.

We are committed to proactively engaging in equality and human rights issues for service users and staff. Our goal is to improve the service we provide to licence holders and ensure that we are treating people fairly and impartially with a view to enhancing the values of dignity, non-discrimination, inclusion and fair practice in the PSA.

We have already identified training of our staff and informing the security industry as key elements of any programme to address equality and human rights issues.



Appendices

Appendix 2 – Statistical Reports

Report 1 – Number of Individual Licences Issued at 31st December 2021 by County					
County	Door Supervisor	Security Guard	Cash-in-Transit	Monitoring	Total
Carlow	153	281	6	52	492
Cavan	136	307	4	16	463
Clare	204	420	20	2	646
Cork	1,193	2,189	19	47	3,448
Donegal	254	297	2	0	553
Dublin	3,799	12,865	616	92	17,372
Galway	669	991	15	15	1,690
Kerry	418	529	2	0	949
Kildare	528	1,400	60	35	2,023
Kilkenny	114	237	2	6	359
Laois	212	461	21	9	703
Leitrim	81	96	2	4	183
Limerick	492	1,121	94	6	1,713
Longford	150	296	2	1	449
Louth	359	817	20	3	1,199
Mayo	231	335	5	0	571
Meath	268	1,008	45	6	1,327
Monaghan	131	200	0	0	331
Offaly	287	338	9	3	637
Roscommon	151	246	4	0	401
Sligo	173	260	35	0	468
Tipperary	281	570	17	10	878
Waterford	312	588	36	1	937
Westmeath	269	560	9	2	840
Wexford	270	491	9	17	787
Wicklow	198	558	22	30	808
Northern Ireland	84	71	8	146	309
GB (excl NI)	5	23	1	113	142
Other	3	4	0	35	42
Totals	11,425	27,559	1,085	651	40,720
% of Total	28.06%	67.68%	2.66%	1.60%	100.00%

Appendix 3 – Statistical Reports

Report 2 - Number of Contractor Licences Issued at 31st December 2021 by County											
County	DSE	DSP	LK	PI	SGAM	SGCCTV	SGE	SGS	IES	CIT	Total
Carlow	0	1	5	0	1	1	0	3	18	0	29
Cavan	0	0	2	1	1	1	0	1	20	0	26
Clare	0	0	3	1	0	0	0	1	21	0	26
Cork	3	3	21	6	4	4	3	12	101	0	157
Donegal	0	0	5	2	0	0	0	1	17	0	25
Dublin	15	23	80	37	9	7	20	81	294	3	572
Galway	1	3	10	3	1	1	2	8	47	0	75
Kerry	0	0	6	2	0	0	1	5	29	0	43
Kildare	3	3	16	7	1	1	3	8	62	0	104
Kilkenny	1	1	5	0	0	0	1	4	21	0	33
Laois	1	1	1	2	0	0	1	2	13	0	21
Leitrim	0	0	0	0	0	0	0	0	5	0	5
Limerick	0	0	4	2	1	1	0	4	43	0	55
Longford	0	0	0	1	0	0	0	2	11	0	14
Louth	1	1	6	0	0	0	1	5	34	0	48
Mayo	0	0	5	4	0	0	1	1	14	0	25
Meath	1	2	12	2	0	0	1	6	52	0	76
Monaghan	1	2	2	1	0	0	1	2	17	0	26
Offaly	0	0	5	0	0	0	0	1	18	0	24
Roscommon	0	0	1	0	0	0	0	1	11	0	13
Sligo	0	0	3	1	0	0	0	2	11	0	17
Tipperary	1	1	4	3	1	1	2	7	40	0	60
Waterford	1	1	6	2	0	0	1	6	17	1	35
Westmeath	1	2	3	8	0	0	3	5	19	0	41
Wexford	1	1	9	1	1	1	2	5	31	0	52
Wicklow	0	1	6	3	1	1	0	5	39	0	56
Northern Ireland	2	1	5	4	6	6	5	5	42	0	76
GB (excl NI)	1	0	1	7	10	8	1	2	12	0	40
Other	0	0	0	0	0	1	0	0	0	0	1
Totals	34	47	226	100	37	34	49	185	1,059	4	1,775
% of Total	1.90%	2.60%	12.70%	5.60%	2.10%	1.90%	2.80%	10.40%	59.70%	0.20%	100.00%

Legend

DSE – Door Supervisor (Event Security)
 DSP – Door Supervisor (Licensed Premises)
 LK – Locksmith
 PI – Private Investigator
 SGAM – Security Guard (Alarm Monitoring)

SGCCTV – Security Guard (CCTV Monitoring)
 SGE – Security Guard (Event Security)
 SGS – Security Guard (Static)
 IES – Installer (Electronic Security)
 CIT – Cash In Transit

Appendices

Appendix 4 – Energy Report

Our main sources of energy usage continue to be heating oil and electricity. Our utilities are managed through a modern, efficient Building Management System (BMS). The energy rating for the building is C2, which is above average for buildings of our type. The following is the energy usage for the office in 2021:

PSA Building	
Non-Electrical (oil)	Electrical
61,225 kWh	69,042 kWh

This reflects a 2% increase in energy usage from our 2020 performance. The small increase is a result of an upturn in the use of the office during 2021 as staff attendance grew as Covid-19 restrictions eased. The PSA Energy team continued to monitor energy usage by:

- Review of heating usage and electrical consumption with the assistance of our energy advisor and further training on our Building Management System to automate our heating and hot water systems.
- Staff awareness and training. Signs throughout the building remind staff to conserve electricity and be mindful of our usage. Training was provided by our energy advisor to staff to increase awareness and conservation.

The PSA in conjunction with an energy advisor have begun to look at solutions on how we meet our obligations under the Climate Action Plan 2021 where we must achieve a 51% cut in our emissions by 2030.

The PSA participates in the SEAI online system for the purpose of reporting its energy usage in compliance with the European Communities (Energy End-Use Efficiency and Energy Services) Regulations 2009 (S.I. No 542 of 2009).



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