

HOUSES OF THE OIREACHTAS COMMISSION

AUDIT COMMITTEE THIRD MEETING [2015]

Wednesday, 21st October 2015 at 2.45pm
Room G.12, Kildare House

MINUTES

Members Present

Mr Eddie Sullivan (Chairperson)
Mr Bryan O'Sullivan
Mr Cyril Maybury
Mr Joe Costello TD

Mr Sean Fleming TD
Mr Peter Mathews TD
Mr Charles Hearne

Also in attendance were:

Ms Bridget Doody, Office of the Commission and Secretary General.
Ms Ita Ní Dhonnchadha, Internal Auditor.
Ms Karen Kehily, Accountant, Finance Unit for item 3.
Ms Yvonne Rowland, Assistant Principal, HR Members' Services for item 4 i.
Mr Derek Walker, Senior Clerk, HR Members' Services for item 4 i.
Ms Aoife Hayes, Assistant Principal, ICT Unit for item 4 ii.

Ms Susan Moran, Secretary to the Committee.

1. Conflict of Interest

There were no conflicts of interest to declare.

2. Minutes of previous meeting

The minutes of the meeting of 9th July 2015 were agreed.

Arising from paragraph 8 of the minutes, the Committee noted that the Head of Internal Audit had dealt with a further query in this matter. The Committee further noted that this process was the subject of an internal audit in 2014 as part of the Internal Audit Work Programme.

3. Risk Materialisation Report

Ms Karen Kehily, Accountant, Finance Unit, presented the Risk Materialisation Report for the period 1st June 2015 – 31st August 2015. The Committee again noted that there was a 100% response rate from sections which was a good reflection on work done in embedding a culture of risk management within the Service.

The Committee noted the report.

4. Internal Audit Reports

i) Ms Ita Ní Dhonnchadha, Internal Auditor, presented details of the Internal Audit Report on the Administration of Members' Pensions.

There was one important recommendation and six procedural recommendations arising from the Audit, all of which have been accepted by management.

The Committee noted the report.

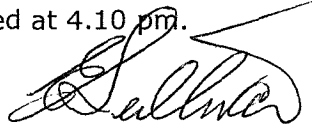
ii.) Ms Susan Moran, Internal Audit Unit, presented details of the Internal Audit Report on ICT Consumables Procurement and Stock Management.

There were nine important recommendations and one procedural recommendation arising from this Audit, all of which have been accepted by management.

The Committee noted the report.

5. Any other business

The meeting was adjourned at 4.10 pm.



Eddie Sullivan

Chairman