



Coimisiún Thithe  
an Oireachtais  
Houses of the  
Oireachtas Commission

## **AUDIT COMMITTEE**

### **Fourth Meeting [2019]**

**Wednesday 4<sup>th</sup> December 2019 at 2pm**

**Room 2, Leinster House**

### **Draft Minutes of Committee Meeting**

#### **Members Present**

Mr Pat McLoughlin, Chair  
Mr Charles Hearne

Mr Cyril Maybury  
Ms Noreen Fahy

Senator Kieran O'Donnell

#### **Also in attendance were:**

Ms Máirín Devlin, Head of Internal Audit, Chief Risk Officer, Office of the Commission and Secretary General(OCSG), Mr Jerome Flanagan, Internal Audit Unit, Secretary to the Committee.

Mr Ciaran Smith, Principal Officer, Members' Services, International & Travel Services, Catering and Mr Stephen Mooney, Assistant Principal, Members' Services.

#### **Apologies**

Apologies were received from Senators Victor Boyhan, Catherine Ardagh and Ned O'Sullivan.

#### **1. Disclosure of Conflicts of Interest**

No conflicts of interest were declared.

#### **2. Minutes of previous meeting**

The minutes of the meeting of 2 October 2019 were agreed, no matters arising.

#### **3. Report from the Comptroller & Auditor General (C&AG) on its annual audit of the Ciste Pinsean Thithe an Oireachtais (Comhaltaí); Letter from Members' Pensions Section (Ciste Pinsean).**

The Committee noted the Report from the C&AG and his opinion that the accounts properly presented the transactions on the account for 2018, and the balance on the fund bank account at 31 December 2018. It also noted that there were no matters to report on the Audit.

The Committee noted the report from the Ciste Pinsean Section advising of the approval of the Ciste Pinsean Trustees to write off three overpayments to deceased Ciste Pinsean pensioners.

The Committee sought further clarity on the policy and procedures for dealing with such overpayments for their next meeting.

#### **4. Risk Report**

Ms Devlin, Chief Risk Officer, OCSG briefed the Committee on progress to date on the Risk Management Review and development of the new eRisk system.

The Committee was briefed on materialised risks in Q4 2019; issues relating to the Voting process in the Dáil Chamber and how it can be improved; Fobbing in and out by Members and developments around this issue noting a review of the system for clocking-in by Members had been requested by the Commission (see Item 9); Security incidents due to protests; Health and safety issue in Merrion Building; and matters relating to the purchase of the printing press for the Oireachtas.

The Committee noted the Report.

#### **5. Internal Audit Report on the Mobile Phone Repayment Scheme for Members and associated Management Letter**

Ms Devlin and Mr Flanagan briefed the Committee on the Internal Audit Report on the Mobile Phone Repayment Scheme for Members as amended following a review of the scope of the Audit which resulted in revised findings. Overall, excellent assurance was given, that within the Service, the overall framework and systems of control in place to manage the Mobile Telephone Direct Purchase Scheme are effective. An additional management letter was provided by the Internal Auditor detailing some additional related risks for further consideration. Mr Smith and Mr Mooney outlined the One Stop Shop's position in relation to the Report and their management responses as outlined in the Management Letter.

Ms Fahy noted that it is difficult for the Oireachtas to oversee and implement a scheme devised outside the organisation. She felt that the Management Letter and the updated Report brought further clarity.

The Committee agreed both the Report and the Management Letter.

#### **6. Correspondence**

There was no correspondence to consider.

#### **7. AOB**

Ms Devlin with the support of Mr Smith and Mr Mooney briefed the Committee members on the system of recording the attendance of Members at the Leinster House campus. The Committee was informed that the Houses of the Oireachtas Commission had agreed to undertake a review of the system and had requested input from the Audit Committee in the process.

The Committee noted the process and welcomed the review. The members felt any contribution or commentary from the Audit Committee would be most effective on the finalised report once concluded.

#### **8. Adjournment**

The meeting was adjourned at 3:54pm.



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Pat McLoughlin  
Chair, Audit Committee  
21<sup>st</sup> September 2020