



MINUTES OF AUDIT COMMITTEE MEETING

Tenth Meeting for 33rd Dáil and 26th Seanad

Wednesday 11 May 2022 at 3:00 pm, via MS Teams

Members present:

- Pat McLoughlin (Chair), external member
- Senator Victor Boyhan
- Deputy Francis Noel Duffy
- Deputy Mairéad Farrell
- Deputy Eimear Higgins
- Noreen Fahy, external member
- Cyril Maybury, external member

Apologies received:

- Charles Hearne, member of Service staff

Secretariat:

- Máirín Devlin, OCSG
- Gerry Finn, OCSG
- Kay Brennan, OCSG
- Catherine Kiernan, Internal Auditor

The meeting convened at 3:00 pm. The Chair welcomed the members to the tenth meeting of the Audit Committee of the Houses of the Oireachtas Commission for the 33rd Dáil and 26th Seanad.

1. CONFLICT OF INTEREST

There were no declarations of interests in relation to any of the agenda items.

2. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

The Committee agreed the Minutes from its meeting of 22 February 2022 and no matters arose.

3. STRATEGIC PLAN 2022-2024

Document *Strategic Plan 2022-2024*

Presenter *Peter Finnegan, Clerk of the Dáil and Secretary General of the Houses of the Oireachtas Service*

The Chair welcomed the Secretary General to the meeting and invited him to present the new strategic plan to the Committee. There was significant interest among members regarding the new strategy, with approval being expressed in favour of the approach adopted and its ambitious scope. Following discussion, the Committee noted the *Strategic Plan 2022-2024*. The Chair thanked the Secretary General for accepting the invitation to address the Committee and conveyed best wishes for the implementation of the plan over its lifetime.

4. RISK MANAGEMENT

Document *Risk Management Report, Q1 2022*

Presenter *Máirín Devlin, Chief Risk Officer (CRO)*

The Committee noted the activities carried out during Q1 of 2022 to promote a risk aware culture and to support users in reporting risks on the eRisk system. The Committee discussed key corporate risks and challenges identified in the report, particularly in the context of the new *Strategic Plan 2022-2024*. The Committee agreed that a special meeting be arranged onsite to facilitate a demonstration of the eRisk system. The Committee also requested a briefing on risk and mitigation factors associated with security and safety arrangements for the parliamentary community. Following discussion, the Committee noted the *Risk Management Report, Q1 2022*.

5. INTERNAL AUDIT

(i) IA Report on ICT Asset Management (Office Equipment) for Staff

Presenter *Catherine Kiernan, Internal Auditor, supported by Elaine Cameron, ICT, and Saidbh Byrne, Internal Audit Unit*

The Committee noted a range of matters in respect of the audit of ICT Asset Management, including issues in connection with assurance levels and sampling. Following discussion, the Committee approved the *IA Report on ICT Asset Management (Office Equipment) for Staff*.

(ii) Management of IA Reports and Recommendations

Presenter *Máirín Devlin, Head of Internal Audit, supported by Catherine Kiernan, Internal Auditor. Margaret Crawley, Head of HR, and Saidbh Byrne, Internal Audit Unit, also attended for this item.*

The Committee was presented with a policy paper setting out the new arrangements for the management of IA reports and recommendations. The Committee expressed satisfaction with the approach taken to detect, control, and mitigate outstanding risk issues. However, it emphasised the need for timely risk mitigation, particularly in respect of high rated risks. Following discussion, the Committee approved the *Management of IA Reports and Recommendations*.

(iii) IA Recommendations Tracker

Presenter Catherine Kiernan, Internal Auditor, presented this report. Margaret Crawley, Head of HR, and Saidbh Byrne, Internal Audit Unit, also attended for this item.

The Internal Auditor presented the *IA Recommendations Tracker* and a progress update was also provided by the Head of HR. Following discussion, the Committee approved the *IA Recommendations Tracker* and agreed to the closure of recommendations and the transfer arrangements for Management Board oversight and review.

6. AOB

The Committee agreed that a special meeting be arranged onsite to facilitate a demonstration of the eRisk system.

Next Meeting: TBC



Pat McLoughlin
Chair of the Audit Committee
22 June 2022