



Coimisiún Thithe
an Oireachtais
Houses of the
Oireachtas Commission

MINUTES

Audit Committee Meeting

Fourteenth Meeting for 33rd Dáil and 26th Seanad

Wednesday 26 April 2023 at 11:00 am, MS Teams

Members present:

Pat McLoughlin (Chair), external member.
Senator Victor Boyhan.
Deputy Francis Noel Duffy.
Noreen Fahy, external member.
Charles Hearne, member of Service staff.
Cyril Maybury, external member.

Apologies:

Deputy Mairéad Farrell.
Deputy Emer Higgins.

The meeting convened at 11:00 am and the Chair welcomed the members to the fourteenth meeting of the Audit Committee (the Committee) of the Houses of the Oireachtas Commission (the Commission) for the 33rd Dáil and 26th Seanad.

1. Declaration of Interests and Agenda

There were no declarations of interest and the Agenda was adopted.

2. Minutes of Previous Meeting

The Committee agreed the Minutes, subject to minor amendment, and the Action List from its meeting of 14 December 2022 and no matters arose.

3. Risk Management

- (i) Risk Management Report, Q4 2022
- (ii) Risk Management Report, Q1 2023

The Chief Risk Officer, Máirín Devlin, provided an overview of the activities carried out during Q4 of 2022 and Q1 2023 to promote a risk aware culture and support users on the eRisk

system.

The Committee discussed the key risk issues identified in the reports and noted the strong level of assurance provided by the Service's risk management reporting systems and its approach to developing a risk aware culture across all business areas. The Committee discussed the Service's approach to mitigating key corporate risks, including through business continuity planning and reviewing staff recruitment processes.

Following discussion, the Committee noted the *Risk Management Report, Q4 2022* and the *Risk Management Report, Q1 2023*.

(iii) Update on Cyber Security Strategy and Developments

The Head of Infrastructure, Cyber Security and Innovation, Ciarán Doyle, provided an update to the Committee on the implementation of the Houses of the Oireachtas Cyber Security Strategy.

The Committee noted that a recently established Cyber Security Programme Board met on 27 March 2023 and that implementation of the initiatives set out in the *Houses of the Oireachtas Cyber Security Strategy*, to address risks to the processes, people and technology in the Houses and the Service, has commenced. The Committee discussed the ongoing cyber security work and the controls in place in respect of the classification of data and facilitating the migration of data to the cloud.

The Committee discussed the importance of embedding a culture of cyber security awareness among members of the Houses and their staff and among staff of the Service. In this regard, the Board noted that 'Fios', the new learning management system for the Houses of the Oireachtas, offers a cyber security e-learning course to members of the Houses and their staff and that staff of the Service have been asked to complete this course. In addition, the Board noted that an in-depth half-day cyber security 'OneLearning' course has also been made available to all staff of the Service. The Board also noted that the launch of the 'Cyber Security Programme Training and Awareness Initiative' has been scheduled for early May 2023 and will include a series of information briefings for members and staff.

Following discussion, the Committee noted the *Update on Cyber Security Strategy and Developments*.

4. External Audit

The Head of Members' Services, Stephen Mooney, provided the Committee with an update on the status of the current audit of the Public Representation Allowance (PRA) for 2022.

The Committee discussed the new electronic system for the return of PRA expenses forms, including its capacity to issue periodic reminders to members of the Houses. The Committee noted that the introduction of this new system has had a positive effective on the speed of return of PRA expenses forms. The Committee discussed the next steps in the PRA audit process and the options available to members of the Houses for accessing relevant

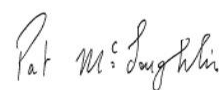
information from the external auditor (Mazars).

Following discussion, the Committee noted the *Update on the Public Representation Allowance (PRA) Audit 2022*.

5. AOB

None.

Next Meeting: Wednesday 5 July 2023 at 11:00 am.



Pat McLoughlin
Chair of the Audit Committee
5 July 2023