



**Coimisiún Thithe  
an Oireachtais  
Houses of the  
Oireachtas Commission**

*Minutes of Commission Meeting  
Wednesday 14 December 2022*

The eleventh meeting of the Commission of 2022 took place at 2.00 p.m. via MS Teams.

**1. MEMBERS PRESENT**

Deputy Seán Ó Fearghaíl, Ceann Comhairle (Chairperson), Senator Mark Daly, Cathaoirleach of the Seanad (Deputy Chairperson), Deputy Francis Noel Duffy, Deputy Joe Carey; Senator Seán Kyne; Deputy Jennifer Murnane O'Connor, Deputy Louise O'Reilly; Senator Ned O'Sullivan; and Mr. Peter Finnegan.

Apologies were received from Senator Lynn Ruane.

**2. MINUTES OF PREVIOUS MEETINGS**

The minutes of the meeting of 21 November 2022 were agreed by the Commission.

**3. DEPUTY CHAIRPERSON OF THE COMMISSION**

The Commission noted that Senator Mark Daly, Deputy Chairperson, would vacate his position of Cathaoirleach of Seanad Éireann and as a consequence would also vacate his ex officio membership of the Commission.

The Commission expressed thanks to Senator Daly for his time and commitment to the work of the Commission.

**4. EXTENSION TO TERM OF OFFICE OF CLERK OF DÁIL ÉIREANN AND SECRETARY GENERAL OF THE HOUSES OF THE OIREACTHAS SERVICE**

In accordance with the Staff of the Houses of the Oireachtas Act 1959, as amended by the Houses of the Oireachtas (Appointments to Certain Offices) Act 2015, on the recommendation of the Ceann Comhairle the Commission approved an extension of three years to the term of office of Mr. Peter Finnegan, Clerk of Dáil Éireann and Secretary General of the Houses of the Oireachtas Service with effect from 13 January 2023.

**5. MANAGED PRINT SERVICE**

The Commission noted an update from the Head of ICT on actions to resolve issues related to the managed print service.

## **6. WORKING GROUP ON PORTRAITURE AND OTHER ART**

The Cathaoirleach and Chairperson of the Working Group on Portraiture and other Art, Senator Mark Daly, provided the Commission with a verbal update in respect of the work of the Group to date and the focus for the coming year.

The Commission noted the update and also agreed that Senator Daly would continue in the position of Chairperson of the Working Group on Portraiture and other Art.

## **7. UPDATE FROM STEERING GROUP ON THE PROGRAMME OF WORK FOR LEINSTER HOUSE**

The Commission received a verbal update from the Chairperson of the Steering Group on the Programme of Work for Leinster House.

Ms Rosemary Collier, Head of Heritage Services and Capital Works Delivery, Office of Public Works, provided an update on a number of OPW led projects for the campus.

## **8. FINANCIAL AND OUTPUT REPORT**

### **(i) Financial report for the reporting period January to October 2022**

The Chief Financial Officer presented a financial report to the Commission for the reporting period January to October 2022.

The Commission noted the report.

### **(ii) Sanction for Virement between subheads.**

The Commission:

- (a) granted sanction to vire between subheads where savings are anticipated to meet excesses occurring;
- (b) delegated authority to the Secretary General to vire additional funds between subheads in respect of expenditure incurred before 31 December 2022; and
- (c) agreed to formally note the final position in relation to virement as soon as may be following the closure of the 2022 Account.

## **9. INFORMATION AND COMMUNICATIONS TECHNOLOGY**

### **Cyber Security Strategy Programme**

The Commission approved:

- (a) the adoption of a new Cyber Security Strategy for the Houses of the Oireachtas Service; and
- (b) a proposal to establish and fund a new Cyber Security Programme under the Cyber Security Strategy.

## **10. DIGITAL TRANSFORMATION PROGRAMME**

**(i) Digital Transformation Work Plan 2023**

The Commission noted the Digital Transformation Work Plan and associated budget for 2023.

**(i) Business Case: Replacement of software for the counting of votes for the vocational panel seats in Seanad elections**

The Commission approved a business case and budget for the replacement of the software for the counting of votes for the vocational panel seats in Seanad elections.

**(ii) Business Case: Chief Information Officer Post**

The Commission approved a business case for the creation of a new position of Chief Information Officer at Assistant Secretary level within the Houses of the Oireachtas Service, subject to the consent of the Minister for Public Expenditure and Reform as required by section 12(3)(c) of the Houses of the Oireachtas Commission Acts 2003 to 2021.

**11. LEGAL BRIEFING**

The Commission received a legal briefing from the Office of Parliamentary Legal Advisers.

**12. PARLIAMENTARY STANDARD ALLOWANCE**

The Commission approved the rollout of an electronic version of the *Parliamentary Standard Allowance Certification Form* in 2023 in conformity with Statutory Instrument 84 of 2010 (as amended).

**13. ANY OTHER BUSINESS**

*Information items*

The Commission noted information notes on the following:

- (a) the emergency access route for ambulances attending the Leinster House complex
- (b) pro-rating expenditure under the Public Representation Allowance.

*Correspondence*

The Commission noted the following:

- email from Deputy Francis Noel Duffy in relation to the Public Representation Allowance
- email from Deputy Louise O'Reilly in relation to the access route for ambulances attending the Leinster House complex
- email from Deputy Neasa Hourigan in relation to a travel survey in the parliamentary workplace
- email from Women's Space Ireland in relation to the installation of sanitary vending machines in the Leinster House complex
- email from Deputy David Stanton in relation to appointment of a Parliamentary Poet

Laureate. The Commission requested that an information note on the proposal be prepared by the Library and Research Service and brought to a future meeting of the Commission for consideration.

**14. INTERPARLIAMENTARY GROUPS**

The Commission requested that a draft framework to strengthen institutional relations between the Houses of the Oireachtas and U.S. State Legislatures and bodies be prepared by Interparliamentary Section for its consideration.

**15. NEXT MEETING:** 30 January 2022.

SEÁN Ó FEARGHAÍL T.D.

Ceann Comhairle and Chairperson of the Commission

Dated: