

## DÚN LAOGHAIRE-RATHDOWN COUNTY COUNCIL

### Minutes of the hybrid meeting of the Audit Committee held in the Council Chamber on Thursday 29<sup>th</sup> September 2022 with Committee Members meeting in private session at 9.30am and the Executive joined at 12.20pm

**PRESENT:** Noreen Fahy, Penelope Kenny, Councillor Jim O'Leary, Councillor Tom Kivlehan, Conor O'Brien, Justin McCarthy

**OFFICIALS:** Frank Curran, Chief Executive, Stephen Brady (Director of Corporate Affairs), Elizabeth Clarke (Senior Executive Officer, Corporate Affairs), Bob Hannon (Senior Architect, Architects Department), Brendan Egan (Senior Executive Quantity Surveyor, Architects Department), Sarah Clifford (Senior Executive Architect, Architects Department), Mary Murtagh (Administrative Officer, Internal Audit), Ciara Mulcahy (Senior Staff Officer, Internal Audit), Stuart Hughes (Staff Officer, Internal Audit), Eoghan Carrigg (Staff Officer, Communications)

**APOLOGIES:** Councillor Ann Colgan

**OTHERS IN ATTENDANCE:** Eamonn Daly, Local Government Auditor, Michael Kelly, Local Government Auditor (Item No. 5). [REDACTED] from Mazars (Item No. 8)

#### **1. Minutes of Meeting held on 2<sup>nd</sup> June 2022**

The adoption of the Minutes of Thursday 2<sup>nd</sup> June 2022 was proposed by Councillor Tom Kivlehan and seconded by Penelope Kenny.

#### **2. Matters arising from Minutes**

This item was deferred to the next meeting. (Action No. 1)

#### **3. Conflict of Interest Procedure**

It was noted that Audit Committee members, on their appointment in 2019, submitted an Annual Declaration and Disclosure of Interest Form. They were not requested to submit these forms since their appointment. It was agreed that these forms would be circulated annually to members for their completion. (Action No. 2)

#### **4. Fraud Prevention Policy**

It was agreed to defer this item to the next meeting. (Action No. 1)

#### **5. Consideration of the 2021 Annual Financial Statement and Local Government Auditor's Report in accordance with Section 60 of the Local Government Reform Act 2014 – E. Daly**

The Audit Committee met in private session with Eamonn Daly, Local Government Auditor, to consider the 2021 Annual Financial Statement and Local Government Auditor's Report in accordance with Section 60 of the Local Government Reform Act 2014.

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Noreen Fahy will note key discussion points from this meeting and circulate these to members.

**6. Housing Rents Audit Report by Internal Audit**

It was agreed to defer this item to the next meeting. (Action No. 1)

**7. NOAC event for Chairs of Local Government Audit Committees - Penelope Kenny**

Noreen Fahy thanked Penelope Kenny for attending the NOAC event for Chairs of Local Government Audit Committees on her behalf.

A discussion took place during which Penelope updated members on what took place at the event. She advised that NOAC intend to meet with the Audit Committee's of Local Authorities and that we should expect contact from NOAC in this regard.

**8. Briefing Paper on the Dún Laoghaire Baths Capital Project. Discussion about auditing of Capital Projects in stages – Bob Hannon, Brendan Egan, [REDACTED]**

Bob Hannon, Senior Architect, and Brendan Egan, Senior Executive Quantity Surveyor, presented on the Dún Laoghaire Baths Capital Project. The presentation covered Project Need and Background, Early Design Concepts, Design Development, Governance Structure, Design based on Baths Sub-Committee 2011, Design Development Timeline, Budget Development, Construction, Cost Reporting, Projected Final Accounts.

Due to a prior commitment, Noreen Fahy had to leave the meeting before completion of this agenda item. It was agreed that that Penelope Kenny would take over as Chair for the duration of the meeting.

A discussion took place where Bob Hannon and Brendan Egan responded to members queries. It was noted during a discussion on the Projected Final Accounts slide that the Council should be commended for achieving a reduction in the Contractors claims through a mediation process which led to a conciliation agreement.

Penelope thanked Bob and Brendan for their presentation. Mary Murtagh thanked [REDACTED] for joining the meeting. [REDACTED] welcomed the opportunity to be present in light of the upcoming audit of the project.

A discussion on the auditing of capital projects in stages did not take place at the meeting.

**9. Review of the implementation of the Social Inclusion and Community Activation Programme (SICAP) by Southside Partnership DLR CLG (SSP) for 2020 by Internal Audit**

It was agreed to defer this item to the next meeting. (Action No. 1)

**10. Presentation of Parks Risk Register - Ruairi Ó Dúlaing, Dermot Nolan, Therese Langan**

It was agreed to defer this item to the next meeting. (Action No. 1)

**11. Schedule of Audits**

It was agreed to defer this item to the next meeting. (Action No. 1)

**12. Report on High-Level Overdue Audit Recommendations**

It was agreed to defer this item to the next meeting. (Action No. 1)

**13. Report from Working Group on Storage of Title Deeds Audit Recommendations**

It was agreed to defer this item to the next meeting. (Action No. 1)

**14. Progress Report on Audit Recommendations**

It was agreed to defer this item to the next meeting. (Action No. 1)

**15. AOB**

It was noted that another meeting should be held in October to discuss the deferred items. (Action No. 3)

**16. Actions of Meeting of Audit Committee – 29<sup>th</sup> September 2022**

ACTION NO.	PERSON RESPONSIBLE	BRIEF DESCRIPTION	PROGRESS OF ACTION
1	Mary Murtagh	Include deferred items 2, 4, 6, 9, 10, 11, 12, 13 and 14 on the next Audit Committee meeting agenda.	Completed
2	Elizabeth Clarke	Circulate to members annually a Declaration and Disclosure of Interest Form as set out in the Ethical Framework for the Local Government Service and Part 15 of the Local Government Act 2001 (as amended).	This will be carried out on an annual basis
3	Mary Murtagh/Stephen Brady	Liaise with members to arrange a date for an October Audit Committee meeting to take deferred items from the September 29th meeting.	Completed

Signed: Don Fely

Date: 8/12/22