



Report to Council on the Material Decisions of the Audit & Risk Committee at its meeting on Thursday, May 29th, 2025

From: Ms. Geraldine Campbell, Chair.

The Audit & Risk Committee met in person at PSI House on Thursday, May 29th, 2025.

Following a presentation on cyber-security by the internal audit team from Crowleys DFK, the Committee convened in closed session with the internal auditors to discuss the findings of their report on the PSI's Disaster Recovery and Business Continuity Planning. No members of PSI staff were present.

The agenda items below reflect the material decisions of the Committee. The meeting agenda can be found in Appendix 1.

Agenda Item 4 - Approval of Minutes

The Committee approved the minutes of its meeting held on 18th March 2025.

Agenda Item 6 - Request for Approval of the Internal Auditor's Report on the PSI's Disaster Recovery and Business Continuity Planning.

Following its closed session with the internal auditor, the Committee approved the internal audit report on the PSI's Disaster Recovery and Business Continuity Planning.

The Committee discussed single person risk, (the risk which arises when critical organisational knowledge, visibility, status, or performance rely to a significant degree on a single individual), particularly in the area of IT, and other technical areas. The Committee believes this risk needs to be considered for listing on the PSI's Corporate Risk Register. While some assurance was provided by the Report, the Committee was of the view that further analysis of the threats posed to the organisation by this risk was required, with mitigation measures to be agreed, incorporating effective management oversight, and on-going review by the Committee.

Appendix 1

Agenda

PSI Audit & Risk Committee

Thursday, 29th May 2025, 12:15pm

Location: Advisory Committee Meeting Room, PSI House

Colour code: Red—for decision; Green—for discussion; Blue—for information

12:15	1.	Presentation to the Committee on Cybersecurity	Crowley's DFK
13:15		Lunch Break	
13:45	2.	Closed Session of the Committee with representatives from Crowley's DFK.	Chair
14:00	3.	Apologies.	Chair
14:01	4.	Declaration of Interests (See Appendix A).	Chair
14:02	5.	Request for Approval of the Minutes of the Audit and Risk Committee Meeting held on 18 th March 2025.	Chair
14:05	6.	Request for Approval of the Internal Auditor's Report on the PSI's Disaster Recovery and Business Continuity Planning.	Crowley's DFK
14:20	7.	Review of the Q2 PSI Financial Management Accounts.	E. Cronin
14.30	8	TCQR – Update on Implementation Action Plan to operationalise TCQR route.	J. Kissane & D. Gaughan
14:45	9.	Update on the Implementation of Internal Audit Recommendations.	D. Burns
14:55	10.	(a) Review of the PSI Corporate Risk Register.	D. Burns
		(b) Review of the Strategic Policy, Research & Communications Risk Registers.	D. Burns

15:15	11.	Report from PSI Internal Health and Safety Appointee on the management of any major incidents, near misses, and lessons learned, and acted upon.	C. Stokes
15:20	12.	Report from the PSI Data Protection Officer on the management of any data breaches.	D. Burns
15:25	13.	Report from the PSI Freedom of Information Officer on the management of freedom of information requests received.	D. Burns
15:30	14.	Any Other Business	Chair
15:35	15	Closed session with Acting Head of Governance and Programme Delivery	D. Burns

The meeting should conclude at approximately 15:45

The date of the Committee's next meeting is 16th September 2025.

Ms. Geraldine Campbell, Chair, PSI Audit & Risk Committee.