

**MINUTES OF THE BOARD MEETING OF THE
HEALTH INFORMATION AND QUALITY AUTHORITY**
21 April 2021, 4.30pm – 5.30pm (Remote)

Present:

Name	Details	Initials
Pat O'Mahony	Chairperson	POM
Paula Kilbane	Board Member	PK
Jim Kiely	Board Member	JK
Bernadette Costello	Board Member	BC
Caroline Spillane	Board Member and Chair of the ARGC	CS
Lynsey Perdisatt	Board Member	LP
Michael Rigby	Board Member	MJR

In Attendance:

Phelim Quinn	CEO	PQ
Kathleen Lombard	Board Secretary and Chief Risk Officer	KL
Sean Angland	Head of Corporate Services	SA
Eleanor Noonan	Finance Manager	EN
Marty Whelan	Head of Communications	MW
Zoe Forde	Communications Coordinator	ZF

Apologies:

Tony McNamara	Board Member	TMcN
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1. Quorum

It was noted that a quorum was present and the Board meeting was duly convened.

2. Conflict of Interest

No conflicts were declared.

3. Draft Annual Financial Statements 2020

Eleanor Noonan (EN) and Sean Angland (SA) presented on this item.

SA advised the Board that following approval by the Board in February 2021 of the draft financial statements for 2020, they were submitted to the Comptroller and

Auditor General (C&AG) for audit. SA confirmed that no substantive issues were identified by the C&AG during the audit and that there were no changes to the figures reviewed by the Board in February. The C&AG has requested a number of minor changes, none of which are of a substantive nature; these are set out in the paper circulated to the Board. Formal clearance for the statements was provided from the C&AG earlier this week.

Caroline Spillane (CS) Chair of the ARGC confirmed that the financial statements had been reviewed by the Committee on two occasions, prior to submission for audit and post audit. CS advised that the Committee had received the financial statements and reviewed the C&AG's requested changes at their meeting on 13 April. She also confirmed that annually the Committee meets with a member of the C&AG where any issues can be raised. On behalf of the committee, CS recommended the Board's approval of the 2021 financial statements.

SA advised that, subject to approval by the Board, the signed statements will be submitted to the C&AG who will then issue an audit certificate to HIQA. In addition, the statements will be included in the annual report, when it is being submitting to the Minister.

The Board expressed its appreciation for the efficient production and processing of the end of year financial statements and the positive outcome from the C&AG's audit.

CS proposed approval of the draft financial statements for 2020 and LP seconded the proposal; **accordingly, it was resolved that the 2020 financial statements are approved by the Board.**

4. Annual Report 2020

Marty Whelan (MW) and Zoe Forde (ZF) presented on this item.

The Board reviewed the annual report and it was agreed that it was an excellent account of what had been an exceptional year in terms of responding to a rapidly changing environment, adapting to new ways of working and taking on additional and important COVID-19 related activities. The Board agreed that a statement from the CEO should be included in the annual account, given the way that HIQA delivered its work during 2020. The Board also agreed that the Chairperson's foreword should highlight more specifically the flexibility of staff and the work of the ICT support function in enabling remote working promptly and effectively.

The Board complimented the Executive on a very well written report. It was agreed that the Board's feedback be reflected in the final report and that any additional typographical errors could be emailed to ZF.

PK proposed approval of the 2020 annual report and JK seconded the proposal; **accordingly, it was resolved that the 2020 annual report be approved by the Board.**

5. Any other Business


The Chairperson advised that the Minister is preparing to appoint four members to the Board from 1 June 2021.

There being no further business, the meeting was closed.

Signed



Pat O'Mahony
Chairperson



Kathleen Lombard
Board Secretary

Actions arising from Board meeting on 21 April 2021

No	Action	Person Responsible	Time-frame
1	Minor changes to forwarded	ZF	immediate
2	Changes to be made to reflect Board's agreement re the Chairpersons report and a statement from the CEO	ZF	immediate