

**Minutes of the Audit, Risk and Governance Committee (ARGC)**

**Zoom Conference  
12 April 2022, 16.00 – 16.15pm**

**Present:**

<b>Name</b>	<b>Details</b>	<b>Initials</b>
Bernadette Costello	Committee Chair	BC
Tony McNamara	Committee member	TMcN
Martin Higgins	Committee member	MH
Caroline Spillane	Committee member	CS

**In Attendance:**

Angela Fitzgerald	Chief Executive Officer	AF
Kathleen Lombard	Board Secretary & Chief Risk Officer	KL
Joan Heffernan	Quality and Risk Manager (minute taker)	JH
Sean Angland	Acting Chief Operations Officer	SA

**1.0 Quorum**

A quorum was present and the meeting was duly convened. BC welcomed AF to the meeting on behalf of the Committee and wished her well in her new role as Chief Executive of HIQA.

**2.0 Conflict of interest**

No conflicts were declared.

**3.0 Minutes of 09 February 2022**

The Committee reviewed the minutes of 21 March 2022. It was agreed that the minutes were an accurate record of the meeting and accordingly the minutes of the committee meeting of 21 March 2022 were approved by the committee.

#### **4.0 Review of actions**

A full update on the actions will be provided at the next Committee meeting.

#### **5.0 Matters arising**

No matters arising were noted.

#### **6.0 Emerging Issues**

No emerging issues were noted.

#### **7.0 Annual Accounts 2021 post C&AG Audit**

SA presented the financial statements post audit by the Controller and Auditor General (C&AG), together with the draft letter of representation. He advised that three amendments were made to the draft 2021 financial statements following the C&AG audit as follows:

- The treatment of leases has been amended so that the benefits from the rent free period of newly acquired leases is spread over the entire period of the lease rather than being recognised in the period in which no rent was payable in the first six months.
- Reflection of ICT capital grants actually received is only under "Cash Flows from Investing Activities" section of cash flow statement
- Additional Disclosure of the pension deductions from members of the Single Public Service Pension Scheme paid over to the Department of Public Expenditure and Reform each year under Note 4, Staff Costs.

The Committee considered the changes and noted that all queries raised by the C&AG had been responded to.

It was noted that there were minor amendments to the Governance Statement and Board Members' Report to reflect some corrections on committee meeting attendance and board members start dates.

The Committee expressed their agreement that the financial statements should be recommended to the Board for approval. TMcN proposed approval of the Financial Statements 2021 and MH seconded the proposal; accordingly it was agreed that the 2021 Financial Statements be recommended to the Board for approval by the committee.

SA also advised the committee that a draft letter of representation was included with the Board papers and confirmed that this conforms to a standard format.

In addition, SA confirmed that the C&AG will issue their audit opinion in due course, following which a representative will be invited to the Committee to present their report.

**8.0 AOB**


There being no other business, the meeting concluded.

Signed:



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Bernadette Costello  
Chair



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Kathleen Lombard  
Board Secretary