

**MINUTES OF THE BOARD MEETING OF THE
HEALTH INFORMATION AND QUALITY AUTHORITY**

13 February 2025, 4.30pm – 6pm

Microsoft Teams

Present:

Name	Details	Initials
Pat O'Mahony	Chairperson	POM
Bernadette Costello	Board Member	BC
Caroline Spillane	Board Member	CS
Daniel McConnell	Board Member	DMC
James Kiely	Board Member	JK
Leonie Clarke	Board Member	LC
Marion Meany	Board Member	MM
Martin Higgins	Board Member	MH
Martin O'Halloran	Board Member	MOH
Paula Kilbane	Board Member	PK

In Attendance:

Name	Details	Initials
Angela Fitzgerald	Chief Executive Officer	AF
Sean Angland*	Acting Chief Operations Officer	SA
Eleanor Noonan*	Finance Manager	EN
Bala Krishnan*	Chief Information Officer	BK
Karen Egan	Board Secretary	KE
Rachel O'Connor	Board and Committee Executive	RC

*Joined for part of the meeting

Apologies:

Name	Details	Initials
Clíodhna Foley-Nolan	Board Member	CFN
Lynsey Perdisatt	Board Member	LP

1.0 Quorum

A quorum was present and the meeting was duly convened.

2.0 Conflict of Interest

No conflicts of interests were declared.

3.0 Emerging Issues and Risks

[REDACTED]

POM provided the Board with an update on upcoming Board vacancies and noted the importance of stability on the Board.

4.0 Annual Accounts 2024 - pre C&AG audit

Sean Angland (SA), Acting Chief Operations Officer and Eleanor Noonan (EN), Finance Manager joined the meeting.

BC introduced the Annual Accounts for 2024. She provided an update on the ARGC meeting that took place earlier in the week at which the Accounts were reviewed and recommended for approval by the Board. She advised that the Accounts were in line with the management accounts that had been reviewed by the Committee at previous meetings, with one minor adjustment. She also highlighted the high professional fees.

SA gave the presentation on the Accounts in which he highlighted the following:

- A surplus of €657,655 for the year which is a minor adjustment of €777 from what was reported in the management accounts.
- Non-compliant procurement related to use of legal services for €124k was incurred in 2024.
- The Comptroller and Auditor General (C&AG), would be undertaking the audit fieldwork on the 2024 Financial Statements in May 2025 and they had indicated that the audit certificate would not be available until June 2025. This means that the 2024 Accounts cannot be published alongside the 2024 Annual Report.
- Once certification has been received from the C&AG, the 2024 Accounts will be published as a separate document to the 2024 Annual Report.

Regarding the procurement of legal services, AF advised that the increased legal costs last year arose due to significant new and diverse work functions being taken on by HIQA during the year and also increased regulatory challenges. In particular, additional specialist legal expertise was necessary to support HIQA's widened remit. There had been a short delay in going out to procurement but contracts had now been awarded to two legal firm in recognition of HIQAs rapidly expanding and increasingly diverse remit.

The Board noted the following:

- In relation to the increased legal costs, the high volume of activity underway in HIQA including legal challenges from regulated parties and new projects being brought to HIQA by the Department of Health.

- The change in the timeline for finalisation of the 2024 Accounts due to the external audit by the C&AG running until June 2025.

POM proposed the approval of the draft 2024 Annual Accounts and their submission for audit and BC seconded the proposal; **accordingly, it was unanimously resolved that the draft 2024 Annual Accounts and their submission for audit be approved by the Board.**

CS and EN left the meeting.

5.0 Start of Year 2025 and End of Year 2024 Submission (Information Division)

Bala Krishnan (BK), Chief Information Officer joined the meeting.

AF introduced this item and advised that SA would provide an overview of the Start of Year Submission in advance of the presentation by BK.

Bala Krishnan presented the Information Division (ID) Start of Year 2025 and End of Year 2024 Submission and highlighted the following:

- An overview of the 2025 budget including Budget pertaining to forecasted new project initiatives expected to commence for 2025 of €4.8m. Previously approved projects rolled forward to 2025 amount to €13.5m.
- Operational costs consist of managed services including NCEP, licensing, hosting, support, cloud services, maintenance and operational consultancy amounting to €4.2m.
- Separate Business cases for all forecasted capital projects will be submitted to the Department of Health with a detailed breakdown of capital required.
- An overview of the End of Year 2024 budget included Capital expenditure for approved projects of €81k, projects approved prior to 2024 of €2.1m and managed services spend of €4.1m.

BC advised that the ARGC had reviewed the Submission in detail and had recommended it for approval, subject to the structural changes recommended at the meeting being implemented.

POM proposed the approval of the ID Start of Year 2025 and End of Year 2024 Submission and LC seconded the proposal; **accordingly, it was unanimously resolved that the ID Start of Year 2025 and End of Year 2024 Submission be approved by the Board.**

SA left the meeting.

6.0 Any other business

AF provided the following updates to the Board:

- An update on the CHI review, which is nearing finalisation.
- An update on the Workforce Plan and the new posts recently approved.

The Board noted again that its assurance function in relation to the CHI Review related to oversight of appropriate processes being followed in accordance with the Quality Assurance Framework (QAF). Once the review process is concluded, the Board will be asked to assure itself that it has been conducted fully in accordance with the QAF. This will be scheduled for a forthcoming Board meeting.

POM advised the Board that the International Protection Accommodation Service (IPAS) function is moving to the Department of Justice within the context of Government's overall policy direction for the service. The key considerations for HIQA in the context of such a shift are the subject of discussion with the relevant government departments and will be the subject of further discussion with the Board at its next meeting.

There being no further business the meeting was concluded.

Signed



Pat O'Mahony
Chairperson



Karen Egan
Board Secretary

Actions arising from Board meeting – 13 February 2025

No	Action	Person Responsible	Timeframe
1	[REDACTED]	KE	March Board meeting