

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

19 August 2024, 5:00pm – 6:00pm
via MS Teams

Present:

Name	Details	Initials
Pat O'Mahony	Chairperson	POM
Marion Meany	Board Member	MM
Michael Rigby	Board Member	MJR
Paula Kilbane	Board Member	PK
James Kiely	Board Member	JK
Caroline Spillane	Board Member	CS
Bernadette Costello	Board Member	BC
Martin O'Halloran	Board Member	MOH
Daniel McConnell	Board Member	DMC
Clíodhna Foley-Nolan	Board Member	CFN

In Attendance:

Name	Details	Initials
Angela Fitzgerald	Chief Executive Officer	AF
Karen Egan	Board Secretary	KE
Sukhneet Kaur Dhir	Board and Committee Secretariat Manager	SKD

Apologies:

Name	Details	Initials
Lynsey Perdisatt	Board Member	LP
Martin Higgins	Board Member	MH

1.0 Quorum

The Chairperson welcomed Board members to the meeting. A quorum was present and the meeting was duly convened.

2.0 Conflict of Interest

No conflicts of interest were declared.

3.0 Emerging Issues and Risks

No emerging issues and risks were brought to the Board for discussion.

4.0 Mid-West Region of Ireland Review

The Chair introduced the briefing on the proposed Terms of Reference for the *Independent review to inform decision-making around the design and delivery of urgent and emergency healthcare services in the mid-west region of Ireland*. He advised that a formal Section 8 request had now been received from the Minister for Health in this regard.

AF provided an overview of the Terms of Reference for the Mid-West Region of Ireland Review. She highlighted the following:

- In keeping with HIQA's Quality Assurance Framework for the conduct of such work, the proposed Terms of Reference are being brought to the HIQA Board for its consideration.
- The HIQA Executive had worked to finalise proposed Terms of Reference and had consulted with Department of Health officials in this regard.
- The review would be conducted pursuant to Section 8(1)(e) of the Health Act 2007 as amended.
- It had been agreed with the Department of Health that resources will be provided to HIQA to enable external supports for the conduct of the review, inclusive of the conduct of healthcare capacity evaluation and projections in the region and other management supports that may be required.
- The review will be conducted and sponsored by the HIQA Executive Management Team, with governance oversight and sign off on outputs provided by the Board of HIQA.

In response to comments and queries from the Board, the following was clarified:

- The findings of the report of former Chief Justice Frank Clarke on into the death of Ms Aoife Johnston would be considered to the extent they are relevant to the Mid-West Region Review.
- The timeline for the review would be up to a year, with a preliminary briefing to be provided to the Minister for Health within six months of the initiation of the review.
- Certain additional aspects highlighted by the Board would be taken into account in an updated version of the Terms of Reference.

The Board thanked AF for the update on the Mid-West Region of Ireland Review and noted the importance of this piece of work.

5.0 CHI Section 8 Review

AF provided the update on the CHI Review. She advised that:

- Significant progress had been made and that sections of the confidential draft report were now being shared with interested parties as part of HIQA's process for fair procedures.
- HIQA will consider all feedback once received, alongside evidence gathered to date, for incorporation, where necessary into the final report.
- There may some additional time required for further fact checking.

AF outlined the indicative timelines and next steps towards completion of the review. She advised that there would be a further update provided at the next Board meeting and that it was anticipated that the final report may be available at that stage.

The Board noted the progress to date and the challenges and complexity of gathering the evidence. The Board acknowledged Sean Egan and his team for the work done to date and commended the approach taken and the consistent adherence to the governance arrangements

The Board discussed the possibility of mandating a review process at the end of the CHI review to capture learnings and best practice for how HIQA should approach these types of reviews in future.

6.0 Any Other Business

The Chair advised that he had discussed the matter of overall resources with the Minister for Health and had indicated to the Minister that an additional allocation for 2025 would be necessary to take account of commencement of specific new functions.

The Chair also advised that at the Board Strategy session in October there would be a discussion around resources.

AF advised that discussions with the Department were ongoing regarding a revised letter of determination and acknowledged the work that the Chief Operations Officer, Sean Angland (SA) does regarding engagement with the Department on this matter.

There being no further business, the meeting concluded at 6:25 pm.

Signed

A handwritten signature in blue ink, appearing to read "Pat O'Mahony".

Pat O'Mahony
Chairperson

A handwritten signature in blue ink, appearing to read "Karen Egan".

Karen Egan
Board Secretary