



Bord Altranais agus
Cnáimhseachais na hÉireann
Nursing and Midwifery
Board of Ireland

Financial Statements
2020



Financial Statements

For year end
31 December 2020

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General Information

Board Members	Appointment	End of term of office
Essene Cassidy (President)	Reappointed December 2017	December 2022
Louise Kavanagh McBride (Vice President)	December 2015	December 2020
Killian McGrane	Reappointed December 2015	December 2020
Dermot Manning	Reappointed July 2016	December 2020
Mattin Higgins	Reappointed July 2016	December 2020
Pat Dolan	Reappointed July 2016	December 2020
Breda Liston	December 2015	December 2020
Karen Canning	December 2015	December 2020
Liam Minihan	December 2015	December 2020
Lorraine Clarke-Bishop	December 2015	December 2020
Denise Lawler	Reappointed December 2017	December 2022
Mark Blake-Knox	Reappointed December 2017	December 2022
Denis Murphy	Reappointed February 2018	December 2022
Catherine Cocoman	December 2017	December 2022
Eileen Kelly	December 2017	December 2022
Liam Hamill	December 2017	December 2022
Mary Gorman	December 2017	December 2022
Kathleen Lombard	February 2018	December 2022
Colm O'Herlihy	June 2018	December 2022
Anne Horgan	August 2018	December 2022
Laura Sahm	September 2018	December 2022
Karen Greene	March 2019	December 2020
John Horan	April 2019	December 2022

Chief Executive Officer

Sheila McClelland
(Appointed 24th of June 2019)

Address

18/20 Carysfort Avenue, Blackrock,
Co Dublin

Telephone Number

01 639 8500

Fax Number

01 639 8595

Auditors

Comptroller and Auditor General,
3A Mayor Street Upper, Dublin 1

Solicitors

Beauchamps, Riverside Two,
Sir John Rogerson's Quay, Dublin 2

Bankers

Bank of Ireland, Baggot Street, Dublin 2
KBC Bank Ireland, Sandwith Street,
Dublin 2

Governance Statement and Board Members' Report

Governance

The Board of Nursing and Midwifery Board of Ireland was established under the Nurses and Midwives Act 2011. The functions of the Board are set out in section 9 of this Act. The Board is accountable to the Minister for Health and is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. The regular day-to-day management, control and direction of Nursing and Midwifery Board of Ireland are the responsibility of the Chief Executive Officer (CEO) and the senior management team. The CEO and the senior management team must follow the broad strategic direction set by the Board, and must ensure that all Board members have a clear understanding of the key activities and decisions related to the entity, and of any significant risks likely to arise. The CEO acts as a direct liaison between the Board and management of Nursing and Midwifery Board of Ireland.

Board Responsibilities

The work and responsibilities of the Board are set out in Standing Orders, which also contain the matters specifically reserved for Board decision. Standing items considered by the Board include:

- declaration of interests,
- reports from committees,
- financial reports/management accounts,
- performance reports, and
- reserved matters.

Section 34 of the Nurses and Midwives Act 2011 requires the Nursing and Midwifery Board of Ireland to keep, in such form as may be approved by the Minister for Health with consent of the Minister for Public Expenditure and Reform, all proper and usual accounts of money received and expended by it.

- In preparing these financial statements, the Board of the Nursing and Midwifery Board of Ireland is required to:
- select suitable accounting policies and apply them consistently, make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that it will continue in operation, and
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Chief Executive Officer, under the direction of the Board is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, its financial position and enables it to ensure that the financial statements comply with Section 34 of the Nurses and Midwives Act 2011. The maintenance and integrity of the corporate and financial information on the Nursing and Midwifery Board of Ireland's website is the responsibility of the Board.

The Board is responsible for approving the annual plan and budget. Evaluation of the performance of Nursing and Midwifery Board of Ireland by reference to the annual plan and budget is a standing agenda item at Board meetings.

The Board is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board considers that the financial statements of Nursing and Midwifery Board of Ireland give a true and fair view of the financial performance and the financial position of Nursing and Midwifery Board of Ireland at 31 December 2020, except for non-compliance with the requirements of FRS I 02 in relation to retirement benefit entitlements as directed by the Minister for Health.

Board Structure

The Board consists of a President, Vice President and twenty-one ordinary members. All members are appointed by the Minister for Health. The members of the Board were appointed for a period of five years and meet, on average, on a monthly basis. The table below details the appointment period for current members:

Board Member	Role	Date Appointed
Essene Cassidy	President	Reappointed 06/12/2017
Louise Kavanagh McBride	Vice President	Appointed 06/12/2015
Killian McGrane*	Board Member	Reappointed 06/12/2015
Dermot Manning	Board Member	Reappointed 12/07/2016
Martin Higgins	Board Member	Reappointed 12/07/2016
Pat Dolan	Board Member	Reappointed 12/07/2016
Breda Liston	Board Member	Appointed 06/12/2015
Karen Canning	Board Member	Appointed 06/12/2015
Liam Minihan	Board Member	Appointed 06/12/2015
Lorraine Clarke- Bishop	Board Member	Appointed 06/12/2015
Denise Lawler	Board Member	Reappointed 06/12/2017
Mark Blake- Knox	Board Member	Reappointed 06/12/2017
Denis Murphy	Board Member	Reappointed 15/02/2018
Catherine Cocoman	Board Member	Appointed 06/12/2017
Eileen Kelly	Board Member	Appointed 06/12/2017
Liam Hamill	Board Member	Appointed 06/12/2017
Mary Gorman	Board Member	Appointed 06/12/2017
Kathleen Lombard	Board Member	Appointed 15/02/2018
Colm O'Herlihy	Board Member	Appointed 19/06/2018
Anne Horgan	Board Member	Appointed 20/08/2018
Laura Sahm	Board Member	Appointed 30/09/2018
Karen Greene	Board Member	Appointed 25/03/2019
John Horan	Board Member	Appointed 17/04/2019

An external evaluation of the Board was carried out on 25th November 2020.

*Killian McGrane resigned from the Board in December 2019. His resignation became effective from the first meeting of the Board in January 2020.

The Board has established eight committees, as follows:

1. **Audit and Risk Committee:** comprises three Board members and two independent members. In March 2020, the committee's terms of reference were changed to three Board members and three independent members. The role of the Audit and Risk Committee (ARC) is to support the Board in relation to its responsibilities for issues of risk, control and governance and associated assurance. The ARC is independent from the financial management of the organisation. In particular the Committee ensures that the internal control systems including audit activities are monitored actively and independently. The ARC reports to the Board after each meeting, and formally in writing annually. There were nine meetings of the ARC in 2020.
2. **Education, Training and Standards Committee:** comprises six Board members and five independent members. The Education, Training and Standards Committee (ETSC) monitors adherence to standards and evaluate compliance to standards and criteria for the education and training of nurses and midwives on behalf of the NMBL There were four meetings of the ETSC in 2020.
3. **Fitness to Practise Committee (FPC) (1985)*:** comprises sixteen independent members and no Board members. All the members of this Committee were members of the Board pre-2011 and their role is to enquire into complaints referred before the Nurses and Midwives Act 2011. There were four inquiry days involving the committee of the FPC 1985 in 2020.
4. **Fitness to Practice Committee (2011)*:** The Fitness to Practise Committee (FtPC) (Nurses and Midwives Act, 2011) comprised 24 members in 2020, of whom 11 were Board members. The role of the FtPC is to enquire into complaints referred to it by the Preliminary Proceedings Committee under section 61 of the Nurses and Midwives Act, 2011. On completion of an inquiry, the FtPC submits its report to the Board pursuant to section 67 of the Act. There were 39 inquiry days, 6 preliminary applications hearing days ("call-overs") and 1 meeting day in 2020, giving a total of 46 days.
5. **Business Strategy & Finance Committee** (formerly the Governance and Finance Committee): comprises no more than seven Board members. Six Board members were members of the committee in 2020. The Business, Strategy and Finance Committee (BSF) reviews and makes recommendations to the Board of NM BI in relation to all issues pertaining to the governance of NMBI. There were six meetings of the BSF in 2020.
6. **Midwives Committee:** comprises three Board members and five independent members. The role of the Midwives Committee (MC) is to advise the Board in relation to all areas pertaining to midwifery practice. There were four meetings of the MC in 2020.

* Under section 6(1)(b) of the Nurses and Midwives Act 2011, the FTFC established under the Nurses Act 1985 continues in being until all cases under the 1985 Act are completed. It was hoped this would occur by the end of 2020; however this is influenced by factors outside the control of NMBI and some matters remain to be concluded. The FTFC established pursuant to section 24(2)(b) of the Nurses and Midwives Act 2011 hears cases under the 2011 Act.

7. **Preliminary Proceedings Committee:** comprises five Board members and six independent members. The role of the Preliminary Proceedings Committee (PPC) is to give initial consideration to complaints. There were eleven meetings of the PPC in 2020.
8. **Registration Committee:** comprises four Board members and four independent members. The Registration Committee (RC) considers appeals from applicants for registration who have not been granted direct registration and determines the outcome of such appeals. It makes decisions, advises and makes recommendations to the Board in relation to all issues pertaining to registration. It considers all registration related matters referred to it by the Board or the executive. There were six meetings of the RC in 2020.

Schedule of Attendance, Fees and Expenses

A schedule of attendance at the Board and Committee meetings for 2020 is set out below including the fees and expenses received by each member:

	Board	ARC	ETC	FTP* 2011	BSF	MC	PPC	RC	Committee Fees 2020**	Fees 2020	Expenses 2020
Number of Meetings	21	9	4	46	6	4	11	6	€	€	€
Essene Cassidy	19	6	-	-	6	-	-	-	-	-	4,203
Louise Kavanagh McBride	10	-	2	1	2	-	-	-	-	-	2,464
Killian McGrane	-	-	-	-	-	-	-	-	-	-	-
Dermot Manning	17	-	4	-	-	-	-	6	-	5,985	149
Martin Higgins	16	9	-	-	-	-	-	4	-	5,985	544
Pat Dolan	11	-	-	20	4	-	-	-	10,500	5,985	7,018
Breda Liston	14	-	-	-	-	3	10	-	-	-	-
Karen Canning	18	-	-	10	6	-	-	-	8,400	5,985	-
Liam Minihan	10	2	-	16	-	-	-	-	13,200	5,985	6,996
Lorraine Clarke- Bishop	12	-	-	3	-	-	-	-	-	-	-
Denise Lawler	11	-	3	4	-	4	-	-	-	-	-
Mark Blake- Knox	13	9	-	5	-	-	-	-	5,400	5,985	201
Denis Murphy	9	-	-	-	6	-	9	-	4,500	5,985	12
Catherine Cocoman	12	-	-	-	-	-	-	-	-	-	-
Eileen Kelly	9	-	3	7	-	-	-	-	-	-	1,720
Liam Hamill	6	-	-	2	-	-	-	2	-	-	-
Mary Gorman	7	-	-	-	-	3	8	-	-	-	-
Kathleen Lombard	11	-	-	-	6	-	-	-	-	-	-
Colm O'Herlihy	9	-	-	12	-	-	-	-	6,300	5,985	-
Anne Horgan	11	-	-	-	-	-	8	-	-	-	-
Laura Sahm	14	-	3	2	-	-	-	-	-	-	925
Karen Greene	6	-	-	-	-	-	2	-	-	-	88
John Horan	19	-	4	-	-	-	-	6	-	5,985	-
									48,300	53,865	24,320

Fourteen members of the Board did not receive a Board fee under the One Person One Salary (OPOS) principle.

*Total number of days (including inquiry days, call-overs and FtPC meetings)

**Committee fees include amounts due for 2019 of €29,400 following approval by DPER to pay these amounts.

Key Personnel Changes

One Board member resigned at the end of 2019. The resignation became effective from the next scheduled Board meeting which was in January 2020. The terms of office of ten Board members ended on 5 December 2020. Appointments were made to these eleven positions in January 2021.

Ursula Byrne retired as Director of Regulation in December 2020. Colm O' Leary was appointed Director of Fitness To Practise 2020.

Aoibhin De Burca was appointed as Head of Operations in November 2020 and Nadia Dagash was appointed as Director of Registration and Digitisation in November 2020.

Disclosures Required by Code of Practice for the Governance of State Bodies (2016)

The Board is responsible for ensuring that Nursing and Midwifery Board of Ireland has complied with the requirements of the Code of Practice for the Governance of State Bodies ("the Code"), as published by the Department of Public Expenditure and Reform in August 2016. The following disclosures are required by the Code:

Consultancy Costs

Consultancy costs include the cost of external advice to management and exclude outsourced 'business-as-usual' functions.

	2020	2019
	€	€
Legal advice	55,212	35,123
Ad hoc procurement advice	20,000	15,000
Pension advice	9,888	8,806
Business process improvement	90,033	192,838
IT advisory	106,065	75,882
Education policy development	21,000	2,710
Total consultancy costs	302,198	330,359
Consultancy costs capitalized	114,830	81,494
Consultancy costs charged to the Income and Expenditure and Retained Revenue Reserves	187,368	248,865
Total	302,198	330,359

Legal Costs and Settlements

The table below provides a breakdown of amounts recognised as expenditure in the reporting period in relation to legal costs, settlements and conciliation and arbitration proceedings relating to contracts with third parties. This does not include expenditure incurred in relation to general legal advice received by Nursing and Midwifery Board of Ireland which is disclosed in Consultancy costs above.

	2020 €	2019 €
Legal fees - Fitness to practise Settlements	2,579,182	2,442,225
Total	2,579,182	2,442,225

Travel and Subsistence Expenditure

Travel and subsistence expenditure is categorised as follows:

	2020 €	2019 €
Domestic		
- Board	20,620	53,568
- Employees	2,954	10,272
International		
- Board	3,699	4,970
- Employees	2,959	9,780
Total	30,232	78,590

Travel and subsistence expenditure paid directly to Board members €19,208 (2019 €53,568) and paid on behalf of Board members by the NMBI €5,109 (2019 € 4,970).

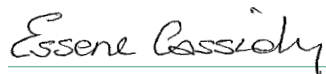
Hospitality Expenditure

The Statement of Income and Expenditure and Retained Revenue Reserves includes the following hospitality expenditure:

	2020 €	2019 €
Board and Staff hospitality	786	312
Client hospitality		1,086
Total	786	1,398

Statement of Compliance

The Nursing and Midwifery Board of Ireland has complied with the requirements of the Code of Practice for the Governance of State Bodies, as published by the Department of Public Expenditure and Reform in August 2016.



Essene Cassidy
President
Date: 17/12/2021



Sheila McClelland
CEO
Date: 17/12/2021

Statement on Internal Control

Scope of responsibility

This statement is made in accordance with the requirement set out in the Department of Public Expenditure and Reform's Code of Practice for the Governance of State Bodies (2016).

On behalf of the Nursing and Midwifery Board of Ireland, we acknowledge that we are ultimately responsible for the system of Internal Control, for reviewing its effectiveness and ensuring it is maintained and operated.

Purpose of the System of Internal Control

The system is designed to provide reasonable and not absolute assurances that assets are safeguarded, transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

The system of internal control, which accords with guidance issued by the Department of Public Expenditure and Reform has been in place in NMBL for the year ended 31 December 2020 and up to the date of approval of the financial statements.

Capacity to Handle Risk

NMBI has an Audit and Risk Committee (ARC) comprising five members, three Board members, one of whom is the Chair and three independent members. The ARC met nine times in 2020.

The following steps have been taken to ensure an appropriate control environment:

- The Finance Department coordinates and manages the preparation of an annual Budget that is approved by the Board.
- The Finance Department prepares monthly variance expenditure reports comparing actual with budgeted expenditure. These are reported to the Senior Management Team, the Board and the Business Strategy and Finance Committee on a regular basis.
- The Audit and Risk Committee and the Business Strategy and Finance Committee of the Board meet on a regular basis to advise the Board on the robustness and effectiveness of the arrangements and status of the corporate governance, financial and risk management and internal audit of the Board.
- The Board's internal audit function is provided by an outside service provider. The programme of work is agreed with the Audit and Risk Committee.
- There are systems aimed at ensuring the security of information and communication technology systems.
- There are systems in place to secure the assets.

Risk and Control Framework

There is a risk management policy and framework in place which sets out the risk appetite of the NMBI. The management process in place and the roles and responsibilities in relation to risk are set in the risk management policy document.

Risks are identified and managed through the organisations risk register where key risks are stated and existing controls to mitigate the risk are noted. The risks are assessed and prioritised by considering the likelihood of the event occurring and the impact such event would have on the organisation. An action plan is put in place to mitigate the risk and assigned an owner to implement the plan.

The risk register details the controls and actions needed to mitigate risks and responsibility for operation of controls assigned to specific staff. I confirm that a control environment containing the following elements is in place:

- procedures for all key business processes have been documented,
- financial responsibilities have been assigned at management level with corresponding accountability,
- there is an appropriate budgeting system with an annual budget which is kept under review by senior management,
- there are systems aimed at ensuring the security of the information and communication technology systems,
- there are systems in place to safeguard the assets.

Impact of Covid-19 pandemic to the Control Environment

The onset of the COVID 19 pandemic in early 2020, and the resulting public health advice and safety measures, rapidly and fundamentally changed the working practices of NMBI with remote and virtual working becoming the norm for most NMBI staff.

NMBI has monitored the developments closely, looking to mitigate the risks that may affect the NMBI's business operations, staff and stakeholders. Actions taken by NMBI includes: -

- Initiate NMBI's Business as Usual (BAU) model and transition the NMBI's business operations to a remote working environment where most business processes can continue as normal.
- Continual assessment of significant risks pertaining to the Covid-19 pandemic and the agility of NMBI to respond effectively.
- Developed a COVID-19 specific risk register to manage the risks presented by the pandemic. Fortnightly meetings of the Audit & Risk Committee were initially held to monitor and manage the risk register.
- Ensuring robust segregation of duties remains and adequate cover is in place should specific approving authorities be unavailable.
- Ensuring all existing data protection and records management policies and procedures continue to apply in the remote working environment and are monitored and reported on as normal.

- Ensuring that staff members access NMBI's network using NMBI's approved ICT equipment and that all staff members working remotely have been equipped with the necessary ICT equipment.
- At the beginning of the Covid-19 pandemic, the NMBI implemented social distancing, cleaning and cough/sneezing and hand hygiene etiquette protocols prior to receiving any official guidance from government, in order to protect the health and safety of our staff. HR continued to provide a fully operational HR service from the outset of the pandemic.
- Assess potential for weaknesses in internal controls resulting from COVID-19 and took measures to monitor and update internal controls where necessary.

Ongoing Monitoring and Review

Formal procedures have been established for monitoring control processes and control deficiencies are communicated to those responsible for taking corrective action and to management and the Board, where relevant, in a timely way. We confirm that the following ongoing monitoring systems are in place:

- key risks and related controls have been identified and processes have been put in place to monitor the operation of those key controls and report any identified deficiencies,
- reporting arrangements have been established at all levels where responsibility for financial management has been assigned, and
- there are regular reviews by senior management of periodic and annual performance and financial reports which indicate performance against budgets/forecasts.

Procurement

NMBI is committed to complying fully with procurement rules and guidelines. Procurement in the NMBI is overseen by the Business Strategy and Finance Committee. All contracts above €50,000 are approved by the Board. The NMBI engages external procurement advisory services to support the organisation in compliance with procurement rules and guidelines.

A contract for Project Management Services which had reached the limit of its expenditure was retendered. A challenge which queried the scoring mechanism in the Request for Tender document was received. On advice, to address and resolve the challenge, NMBI decided to collapse the tender process. A subsequent tender was successfully completed. The spend on the services between June 2020 and June 2021 was €75,438.

Review of Effectiveness

We confirm that NMBI has procedures to monitor the effectiveness of its risk management and control procedures. NMBI's monitoring and review of the effectiveness of the system of internal financial control is informed by the work of the internal and external auditors, the Audit and Risk Committee which oversees their work, and the senior management within

NMBI responsible for the development and maintenance of the internal financial control framework.

We confirm that the Board conducted an annual review of the effectiveness of the internal controls for 2020 on 25th March 2021.

Internal Control Issues

In 2020 there were fourteen data breaches reported to the Data Protection Commission (DPC) of which thirteen were classified as low risk. One breach was classified as medium risk. All cases were closed by the DPC in 2020.

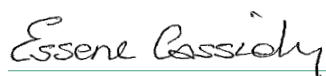
Data breaches have reduced in 2020 compared to 2019 as a result of the implementation of MyNMBI which has digitised the application process in registration reducing the risk of data being uploaded to the wrong account. Regular training and briefings have also assisted in achieving this reduction.

Approval by the Board

The Statement on System of Internal controls has been reviewed by the Audit and Risk Committee and the Board to ensure it accurately reflects the control system in operation during the reporting period.

A review of internal controls in 2020 was carried out by an external firm and signed off by the Board in 2021.

On behalf of the Board of the Nursing and Midwifery Board of Ireland:



Essene Cassidy
President
Date: 17/12/2021



Sheila McClelland
CEO
Date: 17/12/2021



Ard Reachtaire Cuntas agus Ciste Comptroller and Auditor General

Responsibilities of Board members

As detailed in the governance statement and Board members' report, the Board members are responsible for

- the preparation of financial statements in the form prescribed under section 34 of the Nurses and Midwives Act 2011
- ensuring that the financial statements give a true and fair view in accordance with FRS 102
- ensuring the regularity of transactions
- assessing whether the use of the going concern basis of accounting is appropriate, and
- such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Responsibilities of the Comptroller and Auditor General

I am required under section 34 of the Nurses and Midwives Act 2011 to audit the financial statements of the Nursing and Midwifery Board of Ireland and to report thereon to the Houses of the Oireachtas.

My objective in carrying out the audit is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement due to fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional scepticism throughout the audit. In doing so,

- I identify and assess the risks of material misstatement of the financial statements whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- I obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls.
- I evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures.

- I conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit evidence obtained, on whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Nursing and Midwifery Board of Ireland's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my report. However, future events or conditions may cause the Nursing and Midwifery Board of Ireland to cease to continue as a going concern.
- I evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Information other than the financial statements

My opinion on the financial statements does not cover the other information presented with those statements, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, I am required under the ISAs to read the other information presented and, in doing so, consider whether the other information is materially inconsistent with the financial statements or with knowledge obtained during the audit, or if it otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

Reporting on other matters

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation. I report if I identify material matters relating to the manner in which public business has been conducted.

I seek to obtain evidence about the regularity of financial transactions in the course of audit. I report if I identify any material instance where public money has not been applied for the purposes intended or where transactions did not conform to the authorities governing them.

I also report by exception if, in my opinion,

- I have not received all the information and explanations I required for my audit, or
- the accounting records were not sufficient to permit the financial statements to be readily and properly audited, or
- the financial statements are not in agreement with the accounting records.



Ard Reachtaire Cuntas agus Ciste **Comptroller and Auditor General**

Report for presentation to the Houses of the Oireachtas

Nursing and Midwifery Board of Ireland

Qualified opinion on the financial statements

I have audited the financial statements of the Nursing and Midwifery Board of Ireland for the year ended 31 December 2020 as required under the provisions of section 34 of the Nurses and Midwives Act 2011. The financial statements have been prepared in accordance with Financial Reporting Standard (FRS) 102 — *The Financial Reporting Standard applicable in the UK and the Republic of Ireland* and comprise

- the statement of income and expenditure and retained revenue reserves
- the statement of financial position
- the statement of cash flows and
- the related notes, including a summary of significant accounting policies.

In my opinion, except for the non-compliance with the requirements of FRS 102 in relation to retirement benefit entitlements referred to below, the financial statements give a true and fair view of the assets, liabilities and financial position of the Nursing and Midwifery Board of Ireland at 31 December 2020 and of its income and expenditure for 2020 in accordance with FRS 102.

Basis for qualified opinion on financial statements

In compliance with the directions of the Minister for Health, the Nursing and Midwifery Board of Ireland accounts for the costs of retirement benefit entitlements only as they become payable. This does not comply with FRS 102 which requires that the financial statements recognise the full cost of retirement benefit entitlements earned in the period and the accrued liability at the reporting date. The effect of the non-compliance on the Nursing and Midwifery Board of Ireland's financial statements for 2020 has not been quantified.

I conducted my audit of the financial statements in accordance with the International Standards on Auditing (ISAs) as promulgated by the International Organisation of Supreme Audit Institutions. My responsibilities under those standards are described in the appendix to this report. I am independent of the Nursing and Midwifery Board of Ireland and have fulfilled my other ethical responsibilities in accordance with the standards.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Report on information other than the financial statements, and on other matters

The Nursing and Midwifery Board of Ireland has presented certain other information together with the financial statements. This comprises the annual report, the governance statement and Board members' report and the statement on internal control. My responsibilities to report in relation to such information, and on certain other matters upon which I report by exception, are described in the appendix to this report.

I have nothing to report in that regard.

John Crean
For and on behalf of the
Comptroller and Auditor General

20 December 2021

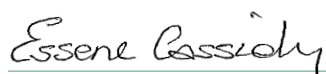
Statement of Income and Expenditure and Retained Revenue Reserves

	Note	2020 €	2019 €
INCOME			
Annual Retention Fee	2	7,454,777	7,163,170
Registration Fee	3	2,094,800	2,136,293
Verification Fee	3	88,560	123,360
HSE Contribution Nursing Careers Centre	4	200,000	200,000
Superannuation Contributions		66,036	71,312
Bank & Investment Interest		75	1,108
Other Income	5	274,947	178,191
Total Income		10,179,195	9,873,434
EXPENDITURE			
Accommodation Costs	6	351,561	472,337
Staff Costs	7/8	4,033,212	3,556,392
Administration Costs	9	2,261,377	2,322,055
Fitness to Practise	10	2,663,972	2,543,813
Library	11	8,901	9,739
Nursing Careers Centre	12	20,977	29,160
Depreciation	13	443,434	351,952
Total Expenditure		9,783,434	9,285,448
Surplus for the year		395,761	587,986
Balance Brought Forward at 1 January		10,016,797	9,428,811
Balance Carried Forward at 31 December		10,412,558	10,016,797

The Statement of income and expenditure and retained revenue reserves includes all gains and losses recognised in the year.

The Statement of Cash Flows and notes 1 to 20 form part of these financial statements.

On behalf of the Board of the Nursing and Midwifery Board of Ireland:



Essene Cassidy
President
Date: 17/12/2021



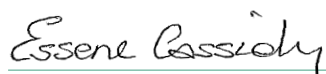
Sheila McClelland
CEO
Date: 17/12/2021

Statement of Financial Position

		As at 31 December 2020 €	As at 31 December 2019 €
FIXED ASSETS	Note		
Property, Plant and Equipment	13	11,774,780	10,585,309
Asset under development	13	-	690,414
		<u>11,774,780</u>	<u>11,275,723</u>
CURRENT ASSETS			
Receivables	15	179,299	144,990
Cash and Cash Equivalents	14	4,023,185	6,213,112
		<u>4,202,484</u>	<u>6,358,102</u>
CURRENT LIABILITIES (AMOUNTS FALLING DUE WITHIN ONE YEAR)			
Payables	16	(4,091,031)	(5,901,476)
		<u>(4,091,031)</u>	<u>(5,901,476)</u>
NET CURRENT ASSETS		111,453	456,626
LONG TERM LIABILITIES (AMOUNTS FALLING DUE AFTER ONE YEAR)			
Payables	16	(1,473,675)	(1,715,552)
TOTAL NET ASSETS		<u>10,412,558</u>	<u>10,016,797</u>
REPRESENTING			
Accumulated Fund		10,412,558	10,016,797
		<u>10,412,558</u>	<u>10,016,797</u>

The Statement of Cash Flows and notes 1 to 20 form part of these financial statements.

On behalf of the Board of the Nursing and Midwifery Board of Ireland:



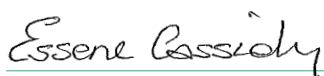
Essene Cassidy
President
Date: 17/12/2021



Sheila McClelland
CEO
Date: 17/12/2021

Statement of Cash Flows

	2020 €	2019 €
Net Cash Flows from Operating Activities		
Excess Income over expenditure	395,761	587,986
Depreciation of fixed assets	443,434	351,952
(Increase) in receivables	(34,309)	20,661
(Decrease) in payables	(1,810,445)	425,774
Bank interest received	(75)	(1,108)
Bank interest paid	5,787	6,411
Net Cash Inflow from Operating Activities	(999,847)	1,391,676
Cash Flows from Investing Activities		
Payment to acquire property, plant & equipment	(942,491)	(54,793)
Payment to development of asset		(454,943)
Net Cash Flows from Investing Activities	(942,491)	(509,736)
Cash Flows from Financing Activities		
Bank interest received	75	1,108
Bank interest paid	(5,787)	(6,411)
Repayment of loan	(241,878)	(241,931)
Net Cash Flows from Financing Activities	(247,590)	(247,234)
Net Increase/(Decrease) in Cash and Cash Equivalents	(2,189,928)	634,707
Cash and cash equivalents at 1 January	6,213,113	5,578,405
Cash and cash equivalents at 31 December	4,023,185	6,213,113



Essene Cassidy
President
Date: 17/12/2021



Sheila McClelland
CEO
Date: 17/12/2021

Notes to the Financial Statements

1. Accounting Policies

The basis of accounting and significant accounting policies adopted by the Nursing and Midwifery Board of Ireland are set out below. They have all been applied consistently throughout the year and for the preceding year.

a) General Information

The Nursing and Midwifery Board of Ireland was set up under the Nurses and Midwives Act 2011, with a head office at 18/20 Carysfort Avenue, Blackrock, Co. Dublin, Ireland. The object of the Board is the protection of the public in its dealing with nurses and midwives and the integrity of the practice of nursing and midwifery through the promotion of high standards of professional education, training and practice and professional conduct among nurses and midwives.

The Nursing and Midwifery Board's primary objectives are set out in section 8 and 9 of the Nurses and Midwives Act 2011 and are as follows:

- maintaining the register of nurses and midwives
- evaluating applications from Irish and overseas applicants who want to practice as nurses and midwives in Ireland
- supporting nurses and midwives to provide care by developing standards and guidance that they can use in their day-to-day practice
- setting requirements for nursing and midwifery educational programmes in Higher Level Institutions
- investigating complaints made from patients, their families, health care professionals, employers and holding fitness to practice inquiries

b) Statement of Compliance

The financial statements of the Nursing and Midwifery Board for the year ended 31 December 2020 have been prepared in accordance with FRS 102, the financial reporting standard applicable in the UK and Ireland issued by the Financial Reporting Council (FRC), as modified by the direction of the Minister for Health in relation to Superannuation. In compliance with the directions of the Minister of Health, the Board accounts for the costs of the Superannuation entitlements only as they become payable (see i). This basis of accounting does not comply with FRS 102 which requires costs to be recognised in the year in which entitlement is earned.

c) Basis of Preparation

The financial statements have been prepared under the historical cost convention, except for certain assets and liabilities measured at fair values as explained in the accounting policies below. The financial statements are in the form approved by the Minister for Health with concurrence of the Minister for Public Expenditure and Reform under section 34 of the Nursing and Midwifery Board Act 2011. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Nursing and Midwifery Board's financial statements.

In preparing the financial statements for the year ended 31st December 2020, management has assessed the Nursing and Midwifery Board of Ireland's ability to continue as a going concern. On the basis of projected financial results and cash flow for 2021 and 2022, it is clear that the Nursing and Midwifery Board of Ireland can demonstrate that there is no material uncertainty regarding its ability to meet its liabilities as they fall due.

The NMBI considers it appropriate to prepare financial statements on a going concern basis. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if NMBI was unable to continue as a going concern.

d) Income

Annual Retention Fees

All annual retention fee receipts in the period January to October are brought to account as income in the current year. Income received in November & December in respect of fees for the following year is shown as deferred income on the statement of financial position and is recognised as income in the following year.

Other Fee Income

Other Fee income is accounted for on a cash receipts basis.

State Contributions/Grants

Contributions from the Health Service Executive are accounted for on a cash receipts basis. Grants from the Department of Health are allocated to the accounting period in which the related expenditure occurs.

e) Fixed Assets

Property, plant and equipment are stated at cost less accumulated depreciation, adjusted for any provision for impairment. Depreciation is provided on all property, plant and equipment, other than freehold land, at rates estimated to write off the cost less the estimated residual value of each asset on a straight-line basis over their estimated useful lives, as follows:

Freehold Premises	Straight line over 50 years
Freehold Land	No Depreciation
Equipment and Fittings	33.33% Straight line
Computer Equipment	33.33% Straight line
Computer Software	33.33% Straight line
Telephone Equipment	33.33% Straight line
Registration System	20.00% Straight line

Residual value represents the estimated amount which would currently be obtained from disposal of an asset, after deducting estimated costs of disposal, if the asset were already of an age and in the condition expected at the end of its useful life.

If there is objective evidence of impairment of the value of an asset, an impairment loss is recognised in the Statement of Income and Expenditure and Retained Revenue Reserves in the year.

f) Financial Liability

On 23 September 2007, NMBI drew down a mortgage of €4.5 million. The mortgage is by way of a 20 year term loan facility. All amounts are due to be repaid by 23 September 2027. Repayments are made on a quarterly basis. Interest charged is Euribor +0.03%.

The carrying value of the mortgage is recognised at amortised cost using the effective interest rate method.

g) Loan interest

Interest expense is recognised on the basis of the effective interest method and is included in finance costs.

h) Short-term Benefits

Short term benefits such as holiday pay are recognised as an expense in the year, and benefits that are accrued at year-end are included in the Payables figure in the Statement of Financial Position.

i) Superannuation Contributions

NMBI administers a Superannuation Scheme in accordance with the rules of the Local Government Superannuation Scheme. By direction of the Minister for Health, no provision has been made in respect of future benefits payable under the scheme. Employee contributions are credited to the Statement of income and expenditure and retained revenue reserves when received. Pension payments under the scheme are charged to the Statement of income and expenditure and retained revenue reserves when paid. Only those superannuation payments which fall due to be paid in the current year of account are charged to the current Statement of income and expenditure and retained revenue reserves.

NMBI also administers the Single Public Service Pension Scheme ("Single Scheme") which is a defined benefit scheme for pensionable public servants appointed on or after 1 January 2013. Single scheme members' contributions and employer contributions are paid over to the Department of Public Expenditure and Reform.

j) Additional Superannuation Contributions

From 1 January 2019 onwards, members of public service defined benefit pension schemes pay an additional superannuation contribution (ASC) which are remitted to the Department of Health.

k) Contingent Liabilities

NMBI makes full provision for its best estimate of legal and other costs expected to arise in relation to cases it is involved in. However, NMBI is involved in a number of legal proceedings where it is not possible to predict the outcome or possible financial effect of the relevant cases with any certainty. As a result, no provision has been made for these cases.

l) Provisions

Provisions are recognised when the Board has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount of the obligation can be estimated reliably.

m) Critical Accounting Judgements and Estimates

The preparation of the financial statements requires Management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the statement of financial position date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. There were no judgements required that had a significant effect on amounts recognised in the financial statements for 2020.

2. Annual Retention Fees (ARF)

The ARF is an annual payment made by each nurse and midwife in order to maintain their name on the active register maintained by the Nursing and Midwifery Board of Ireland. In 2020, the ARF was €100 (2019: €100).

3. Registration

First time registered Nurses & Midwives

	2020	2019
Irish Registration	1,474	1,397
EU Registrations	466	483
Non-EU Registrations	1,776	1,819
Total	3,716	3,699

4. Health Service Executive Contributions/Department of Health Grants

Health Service Executive Contributions: An amount of €200,000 (2019 - €200,000) has been received from the Health Service Executive (HSE), acting on the directions of the Department of Health, as a contribution towards the running of the Nursing Careers Centre (see Note 12).

5. Other Income

	2020 €	2019 €
Restoration fees*	260,500	159,250
Duplicate Certifications	7,725	10,125
Registration Appeal Fees	4,785	8,700
Miscellaneous/other income	1,937	116
Total	274,947	178,191

* Restoration fees of €205,000 were paid by the Department of Health as a measure to assist in the response to the Covid 19 pandemic.

6. Accommodation Costs

	2020 €	2019 €
Mortgage Interest	5,787	6,411
Insurance	58,971	56,208
Light & Heat	45,416	45,675
Repairs & Maintenance	241,387	364,043
Total	351,561	472,337

7. Staff Costs

	2020	2019
	€	€
Staff short-term benefits	2,323,639	2,218,987
Employer's contribution to social welfare	204,905	177,183
Employers pension contributions*	150,011	94,721
Pension payments	535,389	417,626
Total NMBI Staff Costs	3,213,944	2,908,517
Agency Costs	819,268	647,875
Total Staff Costs	4,033,212	3,556,392

* Employer Contributions of € 150,011 in respect of SPSPS was remitted to the Department of Public Expenditure and Reform.

a) Additional superannuation contribution

Additional superannuation contribution of €53,475 (2019: €63,573) were made from staff salaries and were remitted to the Department of Health.

b) Employee Benefits

The number of employees whose total employee benefits fell within each band of €10,000 from €60,000 upwards are as follows:

Range of total employee benefits		Number of Employees	
From	To	2020	2019
€60,000 – €69,999		0	1
€70,000 – €79,999		1	1
€80,000 – €89,999		5	4
€90,000 – €99,999		1	1
€100,000 – €109,999		1	-
€110,000 – €119,999		-	-
Greater than €120,000		-	-
Total		8	7

Note: For the purposes of this disclosure, short-term employee benefits in relation to services rendered during the reporting period include salary, overtime allowances and other payments made on behalf of the employee, but exclude employer's PRSI.

c) Chief Executive Officer Salary and Benefits

The CEO remuneration package for the financial period was as follows:

	2020	2019
	€	€
Basic Pay:		
CEO	105,601	49,596
Interim CEO (12/9/18- 23/6/19)		42,015
Travel expenses and subsistence	3,693	6,283
	<u>109,294</u>	<u>97,894</u>

The Chief Executive Officer is a member of NMBI's pension scheme, and her entitlements in that regard do not extend beyond the terms of model public service pension scheme. The value of retirement benefits earned in the period is not included above.

d) Staff Short-Term Benefits

	2020	2019
	€	€
Basic Pay	<u>2,323,639</u>	<u>2,218,987</u>
	<u>2,323,639</u>	<u>2,218,987</u>

e) Key Management Personnel

Key management personnel in NMBI consist of the Chief Executive officer and the members of senior management team. The total value of employee benefits for key management personnel is set out below.

	2020	2019
	€	€
Salary	<u>596,809</u>	<u>570,688</u>
	<u>596,809</u>	<u>570,688</u>

8. Average Headcount

The average headcount for the Nursing and Midwifery Board of Ireland in 2020 was 44 (2019: 42).

9. Administration

	2020 €	2019 €
Travel & Subsistence		
- Domestic Travel Board members and staff	23,574	64,924
- Foreign Travel Board members and staff	6,658	13,666
- Non Board committee members and other	18,688	68,444
Board Member Fees	102,165	43,125
Non Board committee member fees	39,600	67,785
Board Training	21,150	16,375
Telephone	32,833	5,057
Postage	200,980	182,610
Print & Stationery	36,121	49,782
Staff Training & Recruitment	72,412	163,267
Audit Fees - External Audit	28,500	28,500
Audit Fees - Internal Audit	35,588	47,970
Legal Fees (Non FTP)	55,212	35,917
Procurement Advice	20,000	15,000
Pension Advice	9,888	8,806
Business Improvement	76,483	169,838
IT Advisory	4,785	11,976
Accountancy services	103,408	152,645
External Service Delivery	696,080	608,951
Education Policy Development	21,000	2,710
Bank Interest & charges	43,074	46,591
Computer/IT	574,165	375,084
Misc.	39,013	93,032
	2,261,377	2,322,055

10. Fitness to Practise

	2020 €	2019 €
FTP Administration	27,454	22,772
Legal Fees	2,579,182	2,442,225
Stenographer Fees	57,336	78,816
Total	2,663,972	2,543,813

11. Library

No value has been placed on books and periodicals in the Library. Expenditure is charged to the financial statements in the year in which it occurs.

12. Nursing Careers Centre

The Department of Health has assigned responsibility for the recruitment of and selection of candidates for entry to nurse and midwife training to the Nursing and Midwifery Board of Ireland, who established the Nursing Careers Centre to manage the process. Salary and accommodation costs are included under the relevant expenditure headings in the Statement of Income and Expenditure and Retained Revenue Reserves.

	2020 €	2019 €
General Admin Costs	1,108	1,199
Public Appointments Service	19,797	27,961
Total	201,977	291,160

In addition to the directly attributable costs above, an amount of €64,186 is included in the payroll costs in respect of staff assigned to duties related to the Nursing Careers Centre. The Board also estimates that apportioned accommodation costs for the centre are €59,112 (2019: €57,724).

13. Fixed Assets

	Freehold Land €	Premises €	Equipment & Fittings €	Computer Software €	Computer Hardware €	Registration System €	Total €
Cost or Valuation							
At 01 January 2020	1,265,833	12,589,104	110,104	596,365	1,152,913	690,414	16,404,733
Additions	-	-	-	6,353	65,332	870,806	942,491
Write down	-	-	-	-	-	-	-
At 31 December 2020	1,265,833	12,589,104	110,104	602,718	1,218,245	1,561,220	17,347,224
Accumulated Depreciation							
At 01 January 2020	-	3,401,012	110,104	576,824	1,041,070	-	5,129,010
Charge for Year	-	251,782	-	21,079	96,588	73,985	443,434
Write down	-	-	-	-	-	-	-
At 31 December 2020	-	3,652,794	110,104	597,903	1,137,658	73,985	5,572,444
Net Book Value at 31 December 2020	1,265,833	8,936,310	-	4,815	80,587	1,487,235	11,774,780
Net Book Value at 31 December 2019	1,265,833	9,188,092	-	19,541	111,843	690,414	11,275,723

14. Analysis of changes in Cash and Cash equivalents

	1 January 2020	Cash Flow	31 December 2020
	€	€	€
Cash at bank and in hand	300,009	(6,986)	293,023
Short Term Deposit	5,913,103	(2,182,941)	3,730,162
Total	6,213,112	(2,189,927)	4,023,185

15. Receivables

	2020	2019
	€	€
Prepayments	179,299	144,990
	179,299	144,990

16. Payables

a) Amounts falling due within one year

	2020	2019
	€	€
Trade Creditors and Accruals	982,691	801,899
Deferred Income Annual Retention Fee (i)	2,707,155	4,378,562
Deferred Income from Department of Health	159,705	479,535
Mortgage due in less than one year	241,480	241,480
	4,091,031	5,901,476

i) Deferred Income (refer to Accounting Policy I(d) for further details). All annual retention fee receipts in the period January to October are brought to account as income in the current year. The annual renewal date was later than usual in 2020 due to the introduction of a new system called MyNMBI. Notices were issued in November 2020 and the system opened for receipt of payment on 30 November 2020, with a deadline of 31 January 2021. However, in 2019, the system was open for payment from mid November 2019 until 31 December 2019. This resulted in less income received by the 31 December 2020 than by 31 December 2019.

	2020	2019
	€	€
Deferred Income at 1 January	4,378,562	3,983,125
Receipts in Year from Annual Retention Fee	5,783,370	7,558,607
Recognised as income in Year	(7,454,777)	(7,163,170)
Total Deferred Income	2,707,155	4,378,562

b) Amounts falling due after one year

	2020	2019
	€	€
Mortgage 2 - 5 Years	965,920	965,920
Mortgage over 5 Years	507,755	749,632
	1,473,675	1,715,552

17. Contingent liability

NMBI is also involved in a number of legal proceedings where it is not possible to predict the outcome or possible financial effect of the relevant cases with any certainty. As a result, no provision has been included in the financial statements in respect of these cases.

18. Related Party Disclosures

The Nursing and Midwifery Board adopts procedures in accordance with the guidelines issued by the Department of Public Expenditure and Reform covering the personnel interests of Board members. In the normal course of business, the Nursing and Midwifery Board may enter into contractual arrangements with entities in which Nursing and Midwifery Board members are employed or are otherwise interested.

In cases of potential conflict of interest, Board members do not participate in or attend discussions in the decision making regarding these transactions. A register is maintained and available on request in all such instances.

There were no transactions in the year in relation to the Board's activities in which any board members had any beneficial interest.

Please refer to Note 7 for CEO details and to the Governance Statement for Board Members fees and expenses.

19. Capital Commitments

There were no capital commitments at 31 December 2020.

20. Approval of Financial Statements

These financial statements were approved by the Board of the Nursing and Midwifery Board on 17th December 2021



Bord Altranais agus
Cnóimhseachais na hÉireann
Nursing and Midwifery
Board of Ireland

Nursing and Midwifery Board of Ireland (NMBI)

18/20 Carysfort Avenue | Blackrock | Co. Dublin | A94 R299

T +353(0)1 639 8500 www.nmbi.ie