

Redacted minutes of the hybrid meeting of the Board of the Nursing and Midwifery Board of Ireland (NMBI) held on Wednesday, 23 July 2025 starting at 9.00hrs.

Members present in person

Ms Anne Marie Duffy
Ms Muireann Ní Shúilleabháin
Dr Conan McKenna
Ms Niamh Murphy
Ms Somy Thomas
Dr Margaret Murphy
Ms Mittu Alungal

Members attending online

Dr Louise Kavanagh McBride, President of NMBI
Mr Ray Dolan
Ms Marie Lavelle
Mr John Horan
Ms Louise Collins
Prof Nadine Farah
Dr Aileen Lynch
Ms Sonia Shortt
Ms Mary Leahy
Dr Gráinne Gaffney

In attendance

Ms Carolyn Donohoe, Interim CEO
Ms Kathyann Barrett, Head of Operations
Dr Ray Healy, Director of Registration
Dr Karn Cliffe, Director of Midwifery
Ms Lorraine Clarke-Bishop, Interim Director of Education, Policy and Standards
Ms Yvonne Kennedy, Interim Director of Fitness to Practise
Dr Karn Cliffe, Director of Midwifery
Ms Terri Raftery, Head of Digitisation
Mr Ronan McEvoy, MyNMBI NextGen Project Manager
Mr Jack Cleary, Digital Product Owner
Mr David Cassidy, Finance Manager
Ms Orla Coady, Governance and Secretariat Manager
Mr Mohamed Nader, Secretariat Officer, Fitness to Practise Division
Ms Niamh McDonald, Liaison Officer, Fitness to Practise Department



Item 1 – Apologies and conflicts of interest

- 1.1 Apologies were received from Ms Áine Lynch, Mr Mark Johnston, Ms Kate O’Halloran, Dr Lydia Buckley and Mr Terry McGonigal.
- 1.2 The President reminded Board members of the provisions of the conflict of interest policy. The President then asked Board members to review the agenda to identify any conflicts of interest.

The President reminded members that matters discussed during this meeting were to remain confidential to Board members and attendees.

Item 2 – President’s update

2.2 Appointment of CEO

The President outlined the recruitment process. External recruitment specialists, Hays, had been engaged to help manage the process. A panel comprising selected Board members and external members conducted two rounds of interviews with shortlisted candidates. Following a rigorous and transparent selection process, Ms Carolyn Donohoe was recommended for appointment.

Decision The Board agreed, subject to section 28, subsection (4)(a) of the Nurses and Midwives Act 2011, as amended, to appoint Ms Donohoe to be Chief Executive of NMBI for a period of five years. Board members extended their congratulations to Ms Donohoe.

The President advised the Board that a press release would be issued confirming Ms Donohoe’s appointment.

2.1 President’s update

The Board noted the update report from the President which had been circulated in advance of the meeting. The report outlined the main activities, events and meetings the President had been involved in since the last Board meeting.

2.3 Board action plan 2025

At its meeting on 22 January 2025, the Board had approved an action plan based on the outputs of its annual self-evaluation session. The Board noted the progress report summarising the status of the agreed actions which had been circulated to members in advance of the meeting:



Swapping order of two-day Board meetings: From September the order of the two-day Board meetings would be swapped for the remainder of the year, with the first day starting at a later time.

Board members raised concerns about Board papers being uploaded too close to meeting dates, noting the volume of material to review. It was agreed that papers should be circulated at least seven days in advance to allow adequate time for preparation.

In-person Board meetings: It was noted that while four in-person Board meetings per year had been the original goal, this had been revised due to the practicalities of members' schedules. Two key in-person meetings remained non-negotiable: the annual away day strategy session (which had taken place in April) and the end-of-year self-reflection meeting. Accordingly, the December meeting would be in-person only with no remote participation option. The September meeting was also intended to be held in-person subject to members' availability. Hybrid attendance would continue for other scheduled Board meetings.

Succession planning: The Board discussed succession planning in relation to the chairing of section 58 meetings noting that nearly 20 such meetings had been held so far this year. A rota system had previously been considered to allocate Board members to these meetings within set time periods. However, difficulties were identified with this approach as these meetings are convened at short notice and some members require significant advance notice to secure release from their employers. In light of this, the President suggested deferring consideration of a rota for the time being. The situation would continue to be monitored to determine how best to manage attendance.

Meeting time allocation: There was an ongoing effort to move the focus of meetings towards 'For Decision' items with prolonged 'For Noting' discussions being redirected offline where appropriate. The Board agreed that more time should be allocated during meetings to strategic discussions.

Delegation to Committees and Executive: The current threshold for contracts requiring full Board approval was scheduled for review in Q3, as agreed by the Business, Strategy and Finance Committee. This review would consider the possibility of retaining certain approvals at the committee level where appropriate. A one-page update on this matter would be provided to the Board later in the year.

Item 3 – CEO's update

3.1 CEO report



The Board noted the CEO report, incorporating the directorate reports, which had been circulated to members in advance of the meeting.

Action An explanation on the criteria used to classify breaches to be included in the next report.

Action Data on protected disclosures received to be included in the CEO report.

Action A two-hour FTP session to be scheduled on the first day of the next meeting.

Item 4 – Education, Policy and Standards

Ms Lorraine Clarke-Bishop, Interim Director of Education, Policy and Standards, Dr Karn Cliffe, Director of Midwifery joined the meeting.

4.1 Draft Nurse Registration Programme Standards

The Board considered the briefing paper, consultation report and draft Nurse Registration Programme Standards which had been circulated to members in advance of the meeting.

The Board discussed the draft standards at length.

Members of the Education, Training and Standards Committee assured the Board that the draft standards had been discussed extensively by the Committee which was satisfied to recommend the standards for approval.

Decision The Board accepted the recommendation of the Education, Training and Standards Committee and approved the draft Nurse Registration Programme Standards.

4.2 Draft Midwife Registration Programme Standards

The Board considered the briefing paper, consultation report and draft Midwife Registration Programme Standards which had been circulated to members in advance of the meeting.

The Chair of the Midwives Committee advised the Board that the draft standards had been discussed extensively by the Committee. The Board noted that many of the matters discussed in relation to the draft Nurse Registration Programme Standards were also relevant to the draft Midwife Registration Programme Standards. The RUN-ME report provided clear guidance on midwifery education and the Nurses and Midwives Act 2011 established midwifery as a separate and distinct profession.



The Chair of the Midwives Committee, Dr Murphy, advised the Board that the standards had been considered by the Midwives Committee before being considered by the Education, Training and Standards Committee which was recommending them for approval.

Decision The Board accepted the recommendation of the Education, Training and Standards Committee and approved the Draft Midwife Registration Programme Standards.

4.3 Site inspection report – Maynooth University

The Board noted the briefing paper, site inspection report and letter from Professor Ronan Farrell, Vice-President Academic and Registrar, which had been circulated to members in advance of the meeting.

Decision The Board accepted the recommendation of the Education, Training and Standards Committee and agreed that, in accordance with section 85(2) of the Nurses and Midwives Act 2011, as amended, Maynooth University be approved as an education body to provide the undergraduate BSc Nursing education programmes leading to registration with NMBI.

4.4 Programmes leading to registration

4.4.1 *University College Cork*

Dr Murphy declared a conflict of interest and left the meeting.

The Board noted that the following programme had been considered by the Education, Training and Standards Committee at its meeting on 16 July 2025 and was recommended for approval by the Committee:

- Postgraduate Certificate Diploma in Public Health Nursing (PHN) (Level 9, 60 ECTS)

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011, as amended, the Board accepted the recommendation of the Education, Training and Standards Committee and agreed that the University College Cork be approved to provide the above programme for a period of five years or until the next site visit as an allied healthcare provider site of University College Cork, whichever was soonest.

4.4.2 *Consortium – TUS/DKIT/MTU*



The Board noted that the following programme had been considered by the Education, Training and Standards Committee at its meeting on 16 July 2025 and was recommended for approval by the Committee:

- Certificate in Nursing / Midwifery Medicinal Product Prescribing (Level 8, 30 ECTS)

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011, as amended, the Board accepted the recommendation of the Education, Training and Standards Committee and agreed that the Consortium TUS/DKIT/MTU be approved to provide the above programme for a period of five years or until the next site visit as an allied healthcare provider site of the Consortium TUS/DKIT/MTU, whichever was soonest.

4.5 Post-registration programmes

4.5.1 *University College Cork*

The Board noted that the following programme had been considered by the Education, Training and Standards Committee at its meeting on 16 July 2025 and was recommended for approval by the Committee:

- Postgraduate Studies in Older Person Rehabilitation (MSc/PG Cert/CPD) (Level 9, 90/30/10 ECTS)

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011, as amended, the Board accepted the recommendation of the Education, Training and Standards Committee and agreed that University College Cork be approved to provide the above programme for a period of five years or until the next site visit as an allied healthcare provider site of University College Cork, whichever was soonest.

Dr Murphy returned to the meeting.

Resignation of Board member

The President advised the Board that Mary Rose Loughnane had resigned from the Board. The casual vacancy arising from her resignation would be filled over the coming months once the process had been agreed with the Department of Health. On behalf of the Board, the President extended her thanks to Ms Loughnane, noting in particular her contribution to the work of the Fitness to Practise Committee.

The President left the meeting.

In the absence of the President and Vice President, the Board elected Mr Horan to chair the remainder of the meeting pursuant to paragraph 18(c) of the Schedule of the Nurses and Midwives Act 2011, as amended.

Item 5 – MyNMBI

Ms Terri Raftery, Head of Digitisation, Mr Ronan McEvoy, MyNMBI NextGen Project Manager, and Mr Jack Cleary, Digital Product Owner, joined the meeting.

5.1 NextGen update

The Board considered the presentation which had been circulated to members in advance of the meeting and which provided an update on the progress of the MyNMBI NextGen project.

The Board noted that the MyNMBI Steering Group and the Business, Strategy and Finance Committee had been fully updated by the Project Team on the status of the project and the timelines proposed. The Project Executive Committee (PEC) was scheduled to meet later in the week to sign off on milestone 6 (configuration and development).

Ms Raftery advised the Board that the current MyNMBI system would be shut down from 20–26 August 2025 to facilitate the migration of data to the new NextGen platform. The Board’s approval was sought to proceed with this planned system closure to enable the transition.

Decision The Board agreed that:

- Subject to completion of the go-live checklist, the current system would be closed on 20 August 2025.
- Following successful data migration and validation, the NextGen system would go-live on 27 August 2025.

Ms Raftery, Mr McEvoy and Mr Cleary left the meeting.

Item 6 – Registration

6.1 Briefing on Certificates of Current Professional Status (CCPS)

Prof Farah left the meeting during consideration of this item.

The Board noted the briefing paper which had been circulated to members in advance of the meeting.

Item 7 – Business, Strategy and Finance

7.1 Finance

The Finance Manager, Mr Cassidy joined the meeting.

7.1.1 *Management accounts – March, April and May 2025*

The Board considered the management accounts for March, April and May 2025 which had been circulated to members in advance of the meeting.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the management accounts for March, April and May 2025.

Mr Cassidy advised the Board that he would bring a forecast to year-end to the Board for review at the September meeting.

Mr Cassidy left the meeting.

7.1.2 *Chairs of the PPC and FTPC*

The Board considered the briefing paper which had been circulated to members in advance of the meeting. The paper set out details of a proposed business case for submission to the Department of Public Expenditure and National Development Plan Delivery and Reform (DPERNDR).

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and agreed that the proposed business case should be submitted to DPERNDR.

7.1.3 *Online banking user set-up and processing (bank mandate)*

The Board considered the online banking procedure which had previously been circulated to members.

The Board noted that the policy had been approved in November 2020 but that changes were now required to the users (authorisers and payment file creators) set out in Appendices 2 and 3 to reflect changes to personnel.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the proposed updates to the authorisers and payment file creators in Appendices 2 and 3.

7.1.4 *New deposit accounts*



The Board noted the briefing document which had been circulated to members in advance of the meeting.

7.2 Strategy

7.2.1 *Statement of Strategy (SOS) 2026-2029 – draft for consultation*

The Board considered the briefing memo, the Word draft of the SOS and designed draft of the SOS which was the version proposed to be issued for public consultation.

The Board noted that the timeline for the SOS had been altered from three years to four years to run from 2026 to 2029.

The Strategy Working Group had met on 8 July 2025 to consider the draft and had made a number of observations. These had been considered by the Business, Strategy and Finance Committee at its meeting on 14 July 2025 when it had considered the draft for consultation. Feedback from the Business, Strategy and Finance Committee had been incorporated into the draft which was before the Board.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the proposed draft for public consultation.

The Head of Operations advised that the approved draft for consultation would be issued for public consultation at the beginning of August.

7.2.2 *Development of SOS 2026-2029*

The Board noted the briefing paper which had been circulated to members in advance of the meeting and which provided a status update on the development of the SOS 2026-2029.

7.3 Procurement

7.3.1 *HR support services*

The Board considered the briefing memo and evaluation report which had been circulated to members in advance of the meeting.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee as set out in the briefing memo.

7.3.2 *Strategy support services*



The Board noted the briefing document and evaluation report which had been circulated to members in advance of the meeting.

7.3.3 *Record management services*

The Board noted the briefing document and evaluation report which had been circulated to members in advance of the meeting.

7.3.4 *eZine services*

The Board noted the briefing document and evaluation report which had been circulated to members in advance of the meeting.

7.3.5 *External review of committees*

The Board noted the briefing document and evaluation report which had been circulated to members in advance of the meeting.

7.4 Board member training contract

The Board considered the cover paper and revised contract which had been circulated to members in advance of the meeting.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the revised training contract.

7.5 Objectives and key indicators

The Board noted the briefing paper and the report on key indicators which had been circulated to members in advance of the meeting.

Item 8 – Audit and Risk

8.1 Corporate Risk Register

The Board considered the briefing note and report which had been circulated to members in advance of the meeting.

Decision The Board accepted the recommendation of the Audit and Risk Committee and approved the updated Corporate Risk Register.

Item 9 – Fitness to Practice

Ms Yvonne Kennedy, Interim Director of Fitness to Practise, and Mr Mohamed Nader, Secretariat Officer, Fitness to Practise Division joined the meeting.

9.1 Continuation of FTPC membership of non-Board member

The Board considered the briefing paper which had been circulated to members in advance of the meeting.

Decision The Board agreed that non-Board FTPC member, Dermot Jewell, remain on the subcommittee of inquiry pursuant to section 24(13)(a) until consideration of the inquiries which he was attending had concluded.

9.2 Liaison Officer report: Witness care project

The Board noted the six-month summary report on the FTP feedback survey which had been circulated to members in advance of the meeting.

9.3 Appointment of Case Officers

Decision The Board approved the appointment of the following two staff members as Case Officers to assist the Preliminary Proceedings Committee pursuant to section 56(1) of the Nurses and Midwives Act, as amended:

- Rebeka Takacs
- Daniele Flood

9.4 Reports

9.4.1 *Section 58 orders/undertakings*

The Board noted the report which had been circulated to members in advance of the meeting and which set out details of registrants subject to section 58 orders/undertakings to the High Court and undertakings to the Board.

9.4.2 *Conditions report*

The Board noted the update report which had been circulated to members in advance of the meeting. The report gave details of registrants subject to conditions which were imposed following fitness to practise proceedings and which were confirmed by the High Court.

9.4.3 *Undertakings report*

The Board noted the update report which had been circulated to members in advance of the meeting. The report gave details of undertakings given under section 65 and section 57A of the Nurses and Midwives Act 2011, as amended.

Ms Kennedy and Mr Nader left the meeting.

Item 10 – Minutes and actions of previous meetings

10.1 Minutes of previous meetings

10.1.1 *Minutes of the meeting of 20 May 2025*

The Board considered the minutes of the meeting of 20 May 2025 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 20 May 2025.

10.1.2 *Minutes of the meeting of 21 May 2025 – 1*

The Board considered the minutes of the meeting of 21 May 2025 – 1 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 21 May 2025 – 1.

10.1.3 *Minutes of the meeting of 21 May 2025 – 2 FTP*

The Board considered the minutes of the meeting of 21 May 2025 – 2 FTP which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 21 May 2025 – 2 FTP.

10.1.4 *Minutes of the meeting of 11 June 2025*

The Board considered the minutes of the meeting of 11 June 2025 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 11 June 2025.

10.1.5 *Minutes of the meeting of 27 June 2025*

The Board considered the minutes of the meeting of 27 June 2025 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 27 June 2025.



10.2 Actions and matters arising from previous meetings

The Board approved action list which had been updated following the November Board meeting.

There were no matters arising which were not dealt with elsewhere on the agenda or in the minutes or action list.

Item 11 (private session) was removed from the agenda.

Item 12 – Any other business

12.1 Letter from the Irish Nurses and Midwives Organisation (INMO)

The CEO drew the Board's attention to a letter received from the INMO on 30 May 2025 and NMBI's response. Both letters had been uploaded to the Board pack.

12. Diversity and inclusion training

Following a question from the Board, the Head of Operations advised that this was ongoing for all staff. Just A Minute (JAM) training had just been rolled out and most staff members had recently undertaken unconscious bias training.

The Board briefly discussed integration training for overseas trained nurses entering the Irish health system. The CEO acknowledged its importance as a key transition from adaptation to full integration within the system.

There being no further matters for consideration the meeting ended at 13.23hrs.