

Redacted minutes of the hybrid meeting of the Board of the Nursing and Midwifery Board of Ireland (NMBI) held on Tuesday, 23 September 2025 starting at 11.30hrs.

### **Members present in person**

Dr Louise Kavanagh McBride, President of NMBI  
Ms Áine Lynch, Vice President of NMBI  
Dr Conan McKenna  
Ms Muireann Ní Shúilleabháin  
Mr John Horan  
Ms Marie Lavelle  
Dr Aileen Lynch  
Ms Sonia Shortt

### **Members attending online**

Ms Mittu Alungal  
Dr Lydia Buckley  
Mr Ray Dolan  
Prof Nadine Farah  
Dr Gráinne Gaffney  
Ms Niamh Murphy  
Ms Somy Thomas

### **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 Yvanne Kennedy, Interim Director of Fitness to Practise  
Ms Terri Raftery, Head of Digitisation  
Ms Orla Coady, Governance and Secretariat Manager

### **Item 1 – Apologies and conflicts of interest**

1.1 Apologies were received from Ms Louise Collins, Ms Anne Marie Duffy, Mr Mark Johnston, Dr Margaret Murphy, Mr Terry McGonigal, Ms Kate O'Halloran and Ms Mary Leahy.

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

2.1 President’s update

The President gave a verbal update to the Board on activities and events which she had been involved in since the last meeting which included the following:

- **13-15 August 2025:** Attendance with the CEO at the National Council of State Boards of Nursing (NCSBN) annual conference in Chicago.
- **28 August 2025:** Launch of the new standards for nursing and midwifery.
- **3 September 2025:** Dinner with the NMBI Executive and representatives from the Nursing Council of New Zealand.

The President apologised for not providing a written report in advance of the meeting and advised that it would be uploaded to the Board brief in the coming days for members’ information.

2.2 Meeting schedule 2026

The Board considered the draft meeting schedule for 2026 which had been circulated to members in advance of the meeting.

**Decision** The Board agreed the meeting schedule for 2026.

Feedback from Board members on the Board meeting schedule would be sought in early 2026 followed by a review of the schedule.

## 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.

The CEO advised the Board that, as part of restructuring within the Department of Health, NMBI would, for matters related to governance, report directly to the Professional Regulation Unit (PRU) alongside other health regulators, the Medical Council and the Pharmaceutical Society of Ireland (PSI). However, NMBI



would continue to remain under the Chief Nurse's Office (CNO) for matters related to policy. The first governance meeting under the new structure would be held in October.

The Board noted the inclusion of the new section in the CEO report, *Top 3 strategic considerations for the Board*, and agreed that it was a valuable addition which provided the Board with useful information.

The Board noted the paper outlining the criteria used to classify breaches, which was an action from the last Board meeting, and which had been uploaded as an appendix to the report.

#### **Item 4 – MyNMBI**

Ms Terri Raftery, Head of Digitisation, joined the meeting.

4.1 NextGen Next Gen project update

Ms Raftery updated the Board on the progress of project, details of which had been circulated in advance of the meeting.

Ms Raftery left the meeting.

#### **Item 5 – Registration**

5.1 Utilisation of Certificate of Current Professional Status (CCPS) for recognition and registration

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

**Decision** The Board accepted the recommendation of the Registration Committee as set out in the briefing paper.

#### **Item 6 – Business, Strategy and Finance**

6.1 Finance

6.1.1 *Management accounts – June and July 2025*

The Board considered the management accounts for June and July 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 June and July 2025.

#### 6.1.2 End-of-year forecast 2025

The Board noted the memo and forecast to year-end 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 forecast to year-end 2025.

At the request of the Business, Strategy and Finance Committee, the forecast would be updated monthly to the end of the year.

#### 6.2 Strategy and Business Plan

##### 6.2.1 *Progress against the Business Plan and Statement of Strategy (SOS) 2023-2025*

The Board noted the briefing paper and Business Plan progress tracker which had been circulated to members in advance of the meeting. The briefing paper outlined key recent developments of note and altered timelines.

##### 6.2.2 *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.

##### 6.2.3 *Consultation report SOS 2026-2029*

The Board considered the briefing paper and draft consultation report which had been circulated to members in advance of the meeting. The briefing paper outlined the two-phase consultation programme which had been undertaken. The draft consultation report outlined the key thematic messages which had arisen as a result of the consultation.

**Decision** The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the consultation report for publication on NMBI's website.

##### 6.2.4 *Customer Service Action Plan and Charter*

The Board considered the briefing paper and draft documents which had been circulated to members in advance of the meeting. The draft Customer Service Action Plan 2026-2029 set out the actions NMBI planned to take over the next four years to deliver on the Charter. The draft Customer Service Charter outlined the level of service NMBI aims to provide to our customers. The documents had

been developed in line with NMBI's Statement of Strategy 2026-2029 and the Government's Twelve Guiding Principles of Quality Customer Service for public sector organisations.

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

#### 6.2.5 *Climate Action Roadmap 2025*

The Board considered the briefing paper and draft Climate Action Roadmap 2025 which had been circulated to members in advance of the meeting. The briefing document set out the background to the development of the Roadmap and the key requirements of the Roadmap.

**Decision** The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the draft Climate Action Roadmap 2025.

#### 6.3 Procurement

##### 6.3.1 *Risk management software*

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

#### 6.4 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.

#### 6.5 Board and Committees

##### 6.5.1 *Procedures to Elect President and Vice President*

The Board considered the briefing paper, which set out the proposed changes, and draft revised procedures 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 procedures.

##### 6.5.2 *Publication of Board meeting minutes*

The Board considered the briefing paper, which set out the proposed changes and draft revised policy 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 policy.

6.5.3 *Casual vacancy on the Board*

The Board noted the briefing paper which had been circulated to members in advance of the meeting and which provided an update on the status of filling the casual vacancy on the Board.

6.5.4 *External review of committees*

The Board noted the update on the external review of committees which would take place before the end of 2025.

6.6 Business cases

Both cases had been discussed in detail by the Business, Strategy and Finance Committee at its last meeting. The Committee agreed in principle to support these proposals but had agreed that both cases should first be further developed by including greater detail and rationale.

**Item 7 – Audit and Risk**

7.1 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.

7.2 *Office of the Comptroller and Auditor General (OCAG) management letter 2024*

The Board noted the management letter for 2024, including the summary of the audit findings, which had been circulated to members in advance of the meeting. No high findings had been identified.

The OCAG had outsourced the audit to Moores Chartered Accountants and Registered Auditors which had allowed the work to be completed earlier than usual. The Audit Director with Moores, Mr Caoimhin Broderick, attended the Audit and Risk Committee meeting. The Chair of the Audit and Risk Committee, Mr Horan, advised the Board that the Committee met with Mr Broderick in private during which Mr Broderick expressed his appreciation for the co-

operation afforded to members of the audit team by NMBI throughout the course of the audit.

Moores had signed a three-year contract with the OCAG and would therefore be responsible for the audit for the next two years

Mr Broderick advised that the 2024 audit was complete and the report had been signed by the OCAG on 21 July 2025. There were no outstanding matters at the date of signing. No audit adjustments were made to the management accounts and no changes were considered material. There were no significant post-balance sheet events requiring disclosure, and no actual or suspected instances of fraud were identified. Mr Broderick noted that the external audit was not a forensic audit although the audit procedures performed were designed to detect potential fraud.

Mr Broderick advised that a qualified opinion had been issued due to non-compliance with the requirements of FRS102 in relation to retirement benefit entitlements. Following direction from the Minister for Health, NMBI accounts for the costs of retirement benefit entitlements only as they become payable. This does not comply with FRS102 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 auditors acknowledged that this was a common qualification with public sector bodies similar to NMBI and was beyond the control of NMBI. Apart from this qualification, the accounts gave a true and fair view of NMBI's position.

## **Item 8 – Education, Policy and Standards**

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

### **8.1 Programmes for approval**

#### **8.1.1 *ANP Consortium – UCC, UCD, TCD, UG and UL***

The Board noted that the following programme had been considered by the Education, Training and Standards Committee at its meeting on 11 September 2025 and was recommended for approval by the Committee:

- MSc Advanced Practice (Nursing/Midwifery) (Level 9, 120 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 ANP Consortium – UCC, UCD, TCD, UG and UL 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 ANP Consortium – UCC, UCD, TCD, UG and UL, whichever was soonest.

**8.1.2 *Consortium of Centres of Nursing & Midwifery Education (CCNME)***

The Board noted that the following programmes had been considered by the Education, Training and Standards Committee at its meeting on 11 September 2025 and was recommended for approval by the Committee:

- Certificate in Diabetes Self-management (Adults) (Level 8, 10 ECTS)
- Certificate in Neonatal High Dependency & Special Care (Level 8, 10 ECTS)
- Certificate in Nurse Authority to Refer Adults for Radiological Procedures (Level 8, 10 ECTS)
- Certificate in Nurse Authority to Refer Children for Radiological Procedures (Level 8, 10 ECTS)
- Certificate in Nurse Authority to Refer Adults & Children for Radiological Procedures (Level 8, 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 the Consortium of Centres of Nursing & Midwifery Education be approved to provide the above programmes for a period of five years or until the next site visit as an allied healthcare provider site of the Consortium of Centres of Nursing & Midwifery Education, whichever was soonest.

**8.1.3 *Dundalk Institute of Technology***

The Board noted that the following programmes had been considered by the Education, Training and Standards Committee at its meeting on 11 September 2025 and was recommended for approval by the Committee:

- Certificate in Cognitive Behavioural Therapy Skills (Level 9, 10 ECTS)
- Certificate in Recovery in Community Mental Health (Level 9, 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 the Dundalk Institute of Technology 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 Dundalk Institute of Technology, whichever was soonest.

**8.2 Review of the module requirements for the further education and training route of access into nursing and/or midwifery**

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

**Decision** The Board accepted the recommendation of the Education, Training and Standards Committee as set out in the briefing paper.

**8.3 Nurse Registration Programme Standards 2025**

At its meeting on 23 July 2025, the Board approved the Standards and suggested a number of edits. These had been incorporated into the final version of the Standards which had been launched on 28 August 2025.

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

**Item 9 – Professional Standards – Midwifery**

9.1 At its meeting on 23 July 2025, the Board approved the Standards and suggested a number of edits. These had been incorporated into the final version of the Standards which had been launched on 28 August 2025.

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

Ms Clarke-Bishop and Dr Cliffe left the meeting.

**Item 10 – Fitness to Practice**

Ms Yvonne Kennedy, Interim Director of Fitness to Practise joined the meeting.

10.1 Appointment of non-Board member to the Fitness to Practise Committee  
The Board considered the briefing paper which had been circulated to members in advance of the meeting.

**Decision** The Board approved the appointment of Adam McCarthy and Brian Roulston to the Fitness to Practise Committee for an initial term of three years.

**10.2 Reports**

**10.2.1 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.

10.2.2 *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.

10.2.3 *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 left the meeting.

**Item 11 – Minutes and actions of previous meetings**

11.1 Minutes of previous meetings

11.1.1 *Minutes of the meeting of 22 July 2025*

The Board considered the minutes of the meeting of 22 July 2025 which had previously been circulated to members.

**Decision** The Board approved the minutes of the meeting of the 22 July 2025.

11.1.2 *Minutes of the meeting of 23 July 2025*

The Board considered the minutes of the meeting of 23 July 2025 which had previously been circulated to members.

**Decision** The Board approved the minutes of the meeting of the 23 July 2025.

11.1.3 *Minutes of the meeting of 8 August 2025*

The Board considered the minutes of the meeting of 8 August 2025 which had previously been circulated to members.

**Decision** The Board approved the minutes of the meeting of the 8 August 2025.

11.2 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.

**11.3 Written decision**

The Board noted the report on the decision of the Board taken in writing on 29 July 2025.

**Item 12 – Any other business**

There were no other matters for discussion.

**Item 13 – FTP governance session**

A Governance Report had been circulated to members in advance of the session.

Ms Kennedy and Ms Hackett joined the meeting and gave a detailed presentation to the Board on the contents of the report.

The presentation was followed by a question and answer session with the Board.

There being no further matters for consideration the meeting ended at 16.30hrs.