Redacted minutes of the hybrid meeting of the Board of the Nursing and Midwifery Board of Ireland (NMBI) held on Tuesday, 24 March 2026 starting at 11.00hrs.

Members present in person

Ms Áine Lynch, President of NMBI
Ms Mary Leahy
Ms Somy Thomas
Dr Aileen Lynch
Ms Mittu Alungal
Dr Lydia Buckley
Dr Gráinne Gaffney
Dr Des Cawley
Mr Ray Dolan
Ms Marie Lavelle
Dr Conan McKenna
Ms Muireann Ní Shúilleabháin

Members attending online

Ms Louise Collins
Ms Anne Marie Duffy
Mr Terry McGonigal
Ms Karina O'Sullivan
Mr John Horan
Ms Sonia Shortt
Prof Nadine Farah
Mr Mark Johnston

In attendance

Ms Carolyn Donohoe, Interim CEO
Ms Kathyann Barrett, Director of Corporate Services and Strategy
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
Mr Brian Gunnip, IT Manager
Ms Majella O'Doherty, Communications Manager
Ms Bernie Kelly, Data Protection Officer
Mr David Cassidy, Finance Manager
Ms Claire Nolan, Education Officer
Mr Jack Cleary, Digital Product Owner
Ms Jeanne Tarrant, Fitness to Practise Officer

Ms Kitty O'Sullivan, Education, Policy and Standards Staff Officer
Ms Deirdre Cunningham, Executive Support, Education, Policy and Standards
Ms Orla Coady, Governance and Secretariat Manager

Item 1 – Apologies and conflicts of interest

1.1 Apologies were received from Ms Niamh Murphy, Dr Margaret Murphy and Ms Kate O'Halloran.

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 – Election of Vice President of the Board of NMBI

2.1 On 4 March 2026, an email was sent to the Board inviting members who held current registration with NMBI as a nurse and/or midwife to self-nominate for the role of Vice President. Members who were not registrants, or who did not wish to be nominated, could instead nominate another Board member provided that member had given prior agreement.

Two nominations were received: Ms Mittu Alungal and Dr Gráinne Gaffney. In accordance with the procedures approved by the Board, each nominee was invited to give a brief presentation setting out their suitability for the role.

Following the presentations, voting for the position of Vice President was opened via Microsoft Forms. The voting form remained open for 30 minutes.

Item 3 – Appointment of Committee Chairs

3.1 On 2 March 2026, an email was sent to the Board inviting nominations for the following Chair positions:

- Education, Training and Standards Committee
- Fitness to Practise Committee
- Business Strategy and Finance Committee
- Audit and Risk Committee
- Midwives Committee

Only Board members who were current members of the relevant committee were eligible to be nominated for that committee's Chair position. The Board considered the list of nominations as set out in the briefing paper.

Decision The following Board members were appointed as Chairs until the end of their terms of office on the Board:

- Dr Margaret Murphy – Midwives Committee
- Mr John Horan – Audit and Risk Committee
- Dr Conan McKenna – Business, Strategy and Finance Committee
- Ms Anne Marie Duffy – Education, Training and Standards Committee

As two nominations had been received for the position of Chair of the Fitness to Practise Committee, the nominees, Ms Mary Leahy and Ms Muireann Ní Shúilleabháin, were each invited to outline their suitability for the role.

Voting for the position of Chair of the Fitness to Practise Committee was held concurrently with the vote for Vice President and remained open for the same period.

Following the conclusion of item 5, the CEO and Board Secretary reviewed the voting results as recorded in Microsoft Forms. The CEO then announced the results to the Board.

Decision *Election of Vice President*

Pursuant to paragraph 13(1) of the Schedule to the Nurses and Midwives Act 2011 (as amended), Dr Gráinne Gaffney received the majority of votes and was deemed elected with effect from 24 March 2026 until 14 January 2029, the end of her term of office on the Board.

Decision *Appointment of Chair of the Fitness to Practise Committee*

Ms Ní Shúilleabháin received the majority of votes and was therefore appointed Chair of the Fitness to Practise Committee with effect from 24 March 2026 until 12 January 2027, the end of her term of office on the Board.

Members of the senior management team joined the meeting.

Item 3 – President's update

3.1 <u>President's update</u>

The President drew the Board's attention to the report which had been circulated to members in advance of the meeting. The report listed the activities and events the President had been involved in since January, and correspondence received and sent.

The President advised the Board that, before the Board meeting, she had welcomed Board members, professionals and stakeholders to the launch of NMBI's updated digital registration platform. Members of the team behind the development of the platform were also in attendance at the launch.

Item 5 – CEO's update

5.1 CEO report

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

Item 6 – MyNMBI Project

Mr Brian Gunnip, IT Manager, Mr Jack Cleary, Digital Project Owner, and Ms Claire Nolan, Education Officer, joined the meeting.

6.1 MyNMBI

The Director of Registration updated the Board on the progress of project, details of which had been circulated in advance of the meeting.

Mr Cleary and Ms Nolan left the meeting.

Item 7 – Registration

7.1 Analysis of registrant removals

The Board noted the report which had been circulated to members in advance of the meeting. The report provided a demographic and professional profile of the registrants removed from the Register in 2026 for non-payment of the ARF.

7.2 Qualification recognition

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

Decision The Board accepted the recommendation of the Registration Committee and agreed that the National Council Licensure Examination (NCLEX) should form part of the qualification recognition assessment process, in line with the appropriate policy, for applicants with qualifications gained in the United States.

The Director of Registration left the meeting.

Item 8 – Business, Strategy and Finance

8.1 Updated Governance Framework

The Board considered the cover paper and draft Governance Framework which had been circulated to members in advance of the meeting. The Governance Framework had been reviewed to ensure that it was consistent with current NMBI policies and legislation. The proposed updates were listed in the cover paper and highlighted in the draft document.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the updates to the Governance Framework.

8.2 Procurement: ICT managed services contract

Ms Ní Shúilleabháin declared a conflict of interest and left the meeting as she had taken part in the evaluation of the tender.

The Board considered the briefing paper and evaluation report which had been circulated to members in advance of the meeting. The Board noted that a special meeting of the Business, Strategy and Finance Committee had been convened on 18 March 2026 to consider the matter.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and agreed to award the contract as set out in the briefing paper.

Ms Ní Shúilleabháin returned to the meeting.

The IT Manager left the meeting.

8.3 Statement of Strategy (SOS) 2026-2029

The Board noted the briefing paper which had been circulated to members in advance of the meeting. The paper provided an update on the launch of the SOS 2026-2029 which had taken place in NMBI on 27 February 2026. The Board also noted the slides of the presentation given at the launch which had been circulated to members in advance of the meeting.

The Director of Corporate Services and Strategy thanked Board members who had attended the launch.

8.4 Finance

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

The Finance Manager, Mr Cassidy, joined the meeting.

8.4.1 *Management accounts – December 2025 and January 2026*

The Board considered the management accounts for December 2025 and January 2026 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 December 2025 and January 2026.

8.4.2 *Financial report: Trends and projections*

The Board noted the report and accompanying table which had been circulated to members in advance of the meeting.

8.5 Annual Report 2025

The Communications Manager, Ms Majella Doherty, joined the meeting.

The Board considered the draft undesigned Annual Report 2025 which had been circulated to members in advance of the meeting. A designed version of the Annual Report was shared with the Board during the meeting.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the Annual Report 2025. Once approved, the Annual Report must be submitted to the Minister for Health by 31 March 2026, pursuant to section 21 of the Nurses and Midwives Act 2011, as amended.

The Communications Manager left the meeting.

8.6 Resourcing plan 2026

The Board considered the resourcing plan for 2026 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 resourcing plan for 2026.

8.7 Objectives and key indicators report

The Board noted the briefing paper and the report on key indicators which had been circulated to members in advance of the meeting. The Board noted that the key indicators associated with the SOS 2026–2029 were currently under development and would be brought to the Business, Strategy and Finance Committee for approval before being incorporated into the report.

8.8 Re-appointment of NMBI nominee to the Medical Council

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

The Board noted that NMBI supported the re-appointment of Dr Louise Kavanagh McBride to the Medical Council for a second term as NMBI's nominee.

Item 9 – Audit and Risk

The Chair of the Audit and Risk Committee, Mr Horan, congratulated Ms Barrett on her appointment as Director of Corporate Services and Strategy and said he looked forward to working with her in his role as Chair of the Committee.

Mr Horan welcomed the appointment of Board member Mr McGonigal to the Audit and Risk Committee. As Mr McGonigal also served on the Business, Strategy and Finance Committee, advice had been sought from the Institute of Public Administration (IPA) as to the appropriateness of dual membership of these committees. The IPA advised that dual membership could be beneficial and was not inappropriate.

9.1 Change ARC quorum

Following the external review of NMBI's committees undertaken by the IPA, the Board considered the IPA's recommendation that the Audit and Risk Committee adopt a fixed quorum of three members rather than the current percentage-based quorum. The Board noted that the Committee supported this recommendation.

Decision The Board accepted the recommendation and agreed that paragraph 5.8 of the terms of reference be revised to reflect this as per the proposed wording in the briefing paper.

9.2 System of internal controls (SIC) review 2025

Section 1.8 of the *Code of Practice for the Governance of State Bodies 2016* states that:

'The Board has responsibility for ensuring that effective systems of internal control are instituted and implemented. The Board is required to confirm annually to the relevant Minister that the State body has an appropriate system of internal and financial control in place.'

In its statement on the SIC, the Board is also required to confirm that there has been a review of the effectiveness of the SIC.

The Board considered the report on the review of the effectiveness of the SIC which had been circulated to members in advance of the meeting. The report summarised the results of the internal auditor's high-level review of internal financial controls, and internal control questionnaires completed by management which formed part of the overall assurance required by the Board for the period January 2025 to December 2025. The report consisted of two parts:

1. Internal financial controls.
2. Internal control questionnaire.

Internal financial controls

NMBI's internal auditors were of the opinion the overall audit result was 'Satisfactory with exceptions' indicating that a reasonably sound internal control framework was in place, with exceptions identified in respect of the adequacy of the design or operating effectiveness of some internal controls in place to mitigate and/or manage those inherent risks to which the activity under review is exposed.

Internal control questionnaire (ICQ)

The internal auditors do not provide assurance in respect of the ICQ as the internal auditors are part of the internal control framework. The ICQ was completed in the form of a self-assessment by management. The internal audit represented a high-level review of evidence to support the statements made and not an in-depth audit of the controls noted.

Decision The Board accepted the recommendation of the Audit and Risk Committee and approved the report on the review of the effectiveness of the SIC.

9.3 <u>Draft financial statements 2025</u>

The Board considered the draft annual financial statements for 2025 which had been circulated to members in advance of the meeting and which included the following:

1. General information about Board members' appointments and terms of office.
2. Governance statement and Board members' report.
3. Statement on internal control.

4. Financial statements.

The draft financial statements for 2025 had been submitted to the Department of Health on 28 February 2026 in accordance with the requirements of the *Code of Practice for the Governance of State Bodies 2016*. The Department of Health had acknowledged receipt of the draft financial statements.

The draft financial statements for 2025 had been circulated to the Business, Strategy and Finance Committee for noting and to the Audit and Risk Committee to make a recommendation to the Board.

The financial statements gave a true and fair view of the financial performance and the financial position of NMBI on 31 December 2025 except for non-compliance with the requirements of FRS102 in relation to retirement benefit entitlements. In compliance with the directions of the Minister for Health, NMBI accounts for the costs of the superannuation entitlements only as they become payable.

Decision The Board accepted the recommendation of the Audit and Risk Committee and approved the draft financial statements for 2025. Following approval by the Board the draft annual financial statements for 2025 would be submitted to the Comptroller and Auditor General for audit no later than 31 March 2026 pursuant to section 34(3) of the Nurses and Midwives Act 2011, as amended.

9.4 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.

The Director of Education, Policy and Standards left the meeting.

9.5 Audit and Risk Committee Chair's annual report for the Board

The *Code of Practice for the Governance of State Bodies 2016* requires that:

'The Audit and Risk Committee's annual report to the Board should present its opinion on the adequacy of risk management and internal control systems, and the adequacy of sources of assurance to the Board.'

The Board considered the Audit and Risk Committee Chair's annual 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 Chair's annual report.

The Chair, Mr Horan, thanked the members of the Executive for their work throughout the year and also expressed his thanks to his fellow Committee members – Board and non-Board – for their invaluable contribution.

9.6 Data privacy

The Data Protection Officer (DPO), Ms Bernie Kelly, joined the meeting.

9.6.1 Data Protection Officer's report

The Board noted the report which had been circulated to members in advance of the meeting. The report outlined the steps taken to strengthen NMBI's data protection governance, controls and culture. It provided an update on the current privacy environment within NMBI and on progress made since the previous gap analysis.

9.6.2 Understanding personal data breaches

The Board noted the presentation which had been circulated to members in advance of the meeting and which set out the criteria for assessing NMBI personal data breaches. The DPO took the Board through the criteria as set out in the presentation.

9.7 Protected disclosures

9.7.1 *Protected disclosures internal and external policies*

The Board considered the briefing paper and revised internal and external policies which had been circulated to members in advance of the meeting

Revisions had been made to the policies on the recommendation of NMBI's internal auditors. The proposed revisions were set out in the briefing paper and presented to the Board for consideration.

Decision The Board accepted the recommendation of the Audit and Risk Committee and approved the proposed revisions to the internal and external policies.

9.7.2 Protected disclosures annual report 2025

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

The Protected Disclosures Act requires all public bodies and prescribed persons to publish a report by the end of March of each year outlining the number of protected disclosures received in the preceding year and the action taken. The report would be published on NMBI's website by 31 March 2026 in accordance with the Act.

Item 10 – Fitness to Practice

The Interim Director of Fitness to Practise, Ms Yvanne Kennedy, Interim Director and Ms Jeanne Tarrant, Fitness to Practise Officer, joined the meeting.

10.1 Appointment of non-Board members to the FTPC

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

Decision The Board approved the appointment of the following non-Board (registrant) members to the FTPC:

- Orla Kelleher
- Michelle Quinn

10.2 Report on scheduling

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

10.3 Reports

10.3.1 *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 who were subject to section 58 orders/undertakings to the High Court and undertakings to the Board.

10.3.2 *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 who were subject to conditions which were imposed following fitness to practise proceedings and which were confirmed by the High Court.

10.3.3 *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.

Item 11 – Education, Policy and Standards

Ms Lorraine Clarke-Bishop, Interim Director of Education, Policy and Standards, Dr Karn Cliffe, Director of Midwifery, Ms Kitty O'Sullivan Education, Policy and Standards Staff Officer, and Ms Deirdre Cunningham, Executive Support, Education, Policy and Standards joined the meeting.

11.1 Site inspection report: Dublin City University (DCU)

The Board noted the briefing paper and site inspection report 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 DCU be approved as an education body to provide the programmes set out in the report.

11.2 Internal plan for managing the approval of large-scale undergraduate programme submissions 2026-2027

The Board noted the document which had been circulated to members in advance of the meeting and which set out the plan which had been devised to manage and deliver the timely approval of undergraduate curriculum submissions.

Ms O'Sullivan and Ms Cunningham presented the internal plan as outlined in the presentation, took the Board through the key particulars in detail and responded to questions from members.

The Director of Midwifery and the members of the Education, Policy and Standards Department left the meeting.

Item 12 – Minutes and actions of previous meetings

12.1 Minutes of previous meetings

12.1.1 *Minutes of the meeting of 27 January 2026*

The Board considered the minutes of the meeting of 27 January 2026 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 27 January 2026.

12.1.2 *Minutes of the meeting of 28 January 2026*

The Board considered the minutes of the meeting of 28 January 2026 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 28 January 2026.

12.1.3 *Minutes of the meeting of 18 February 2026*

The Board considered the minutes of the meeting of 18 February 2026 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 18 February 2026.

12.1.4 *Minutes of the meeting of 2 March 2026*

The Board considered the minutes of the meeting of 2 March 2026 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 2 March 2026.

12.1.5 *Minutes of the meeting of 16 March 2026*

The Board considered the minutes of the meeting of 16 March 2026 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 16 March 2026.

12.2 Actions and matters arising from previous meetings

The Board considered the action list which had been circulated to members in advance of the meeting.

Decision The Board approved the updated action list.

12.3 Written decisions

12.3.1 *Written decision - 1*

The Board noted the report on the decision of the Board taken using its Written Decision Procedure on 20 February 2026.

12.3.2 *Written decision - 2*

The Board noted the report on the decision of the Board taken using its Written Decision Procedure on 2 March 2026.

Item 13 – Any other business

13.1 Integrated Intellectual Disability and General Nursing Programme

The CEO advised that the Integrated Intellectual Disability and General Nursing Programme had been given the green light to proceed to curriculum development. This presented an opportunity for higher-education institutions to deliver a programme in this area. A number of universities had expressed an interest and NMBI would work with any which choose to proceed.

There being no further matters for consideration the meeting ended at 15.25hrs.