National Cancer Registry Ireland

MINUTES OF A MEETING OF THE

NATIONAL CANCER REGISTRY BOARD (NCRI)

HELD ON

23rd of April 2026 AT 1.00 PM

REMOTE VIA MICROSOFT TEAMS, AND IN PERSON AT

BUILDING 6800, CORK AIRPORT BUSINESS PARK, KINSALE ROAD, CORK

1. Register of Attendance:

1.1 Present:

Name	**Details**	**Initials**
Dr Paul Kavanagh (online)	Board Member	PK
Ms Mary Bourke (online)	Board Member	MB
Ms Cathy Enright (online)	Board Member	CE
Ms Ellen Farrell (online)	Board Member	EF
Mr Niall Murphy (online)	Board Member	NM

In Attendance:

Name	**Details**	**Initials**
Prof Deirdre Murray	NCRI Director	DM
Ms Rose O'Connor	NCRI Corporate Operations Manager	ROC
Ms Catherine McGovern	NCRI Business & Planning Manager & Company Secretary	CMcG
Mr Damien Foley	IT Operations Manager	DF (part of meeting)

1. Appointment of Meeting Chair.

1.1 The Company Secretary advised the Board that, considering the vacancy in the role of Chairperson of the Board, it was necessary to appoint a **Chairperson for the purposes of the meeting**.

1.2 **IT WAS NOTED THAT** the Chairperson of the Audit & Risk Committee may not act as Chairperson of the Board meeting, in accordance with applicable governance requirements.

1.3 Dr Paul Kavanagh was proposed by MB and seconded by NM.

1.4 **IT WAS RESOLVED THAT** Dr Paul Kavanagh be appointed **Chairperson of the meeting**.

2. Attendance, Apologies and Quorum.

2.1 Apologies were noted from Mr Jerry Lane (Governance & Compliance).

2.2 **IT WAS NOTED THAT** ROC is acting as minute taker for the meeting.

2.3 **IT WAS NOTED THAT** a quorum of Board members was present and that the meeting was duly constituted.

3. Declaration of Conflicts of Interest.

3.1 The Board Members confirmed that **no conflicts of interest** arose in relation to the matters to be considered at the meeting.

4. Director's Report.

4.1 The Director's Report, as circulated in advance, was taken as read.

4.2 The Director highlighted matters relating to organisational performance, strategic priorities, and operational delivery.

4.3 The Board considered the report and sought clarification where appropriate.

4.4 **IT WAS NOTED THAT** the Board received appropriate assurance in relation to organisational performance, governance arrangements and key risks.

5. Board Recruitment Update.

5.1 The Company Secretary provided an update in relation to Board vacancies and the ongoing appointment process.

5.2 **IT WAS NOTED THAT** the Board received an update regarding Board vacancies, Board composition and related governance considerations.

6. Strategic Plan – Year 3 Implementation Plan.

6.1 The Year 3 Strategic Implementation Plan was presented for consideration.

6.2 **IT WAS NOTED THAT** further updates may arise in respect of procurement timelines.

6.3 **IT WAS RESOLVED THAT** the **Year 3 Strategic Implementation Plan** be approved.

7. Strategic Plan – Service Plan Dashboard.

7.1 The Board considered the Q1 Service Plan Dashboard. **IT WAS NOTED THAT** progress against strategic objectives was being monitored and managed appropriately.

8. CancerWatch Update.

8.1 The Board considered an update on CancerWatch activities.

8.2 **IT WAS NOTED THAT** NCRI continues to engage at national and European level in relation to this programme.

9. Deep Dive – Security Measures.

9.1 DF joined the meeting at this point.

9.2 The Board received a presentation on NCRI security measures.

9.3 **IT WAS NOTED THAT** cybersecurity controls, monitoring arrangements and audit findings were discussed.

9.4 DF left the meeting.

10. Audit & Risk Committee (ARC) Report to the Board.

10.1 The Chairperson of the Audit & Risk Committee provided an update arising from the ARC meeting held in April 2026.

10.2 **IT WAS NOTED THAT** the draft minutes of the ARC meeting held in December 2025 had been circulated to the Board.

10.4 The ARC Chairperson outlined the key matters considered by the Committee and confirmed the relevant ARC recommendations in relation to the items on the Board agenda.

11. ARC Annual Report 2025.

11.1 The ARC Annual Report for the period January–December 2025 was presented.

11.2 **IT WAS NOTED THAT** the report had been approved by the ARC.

11.3 The Board considered and noted the ARC Annual Report 2025.

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12. Chairperson's Comprehensive Report to the Minister (2025).

12.1 The Board considered the Chairperson's Comprehensive Report to the Minister for Health.

12.2 **IT WAS RESOLVED THAT** the Report be approved and that Dr Paul Kavanagh be authorised to sign the Report on behalf of the Board.

13. Draft Financial Statements for the Year Ended 31 December 2025.

13.1 The Board considered the Draft Financial Statements of the National Cancer Registry Ireland for the year ended 31 December 2025.

13.2 The Board noted the recommendation of the Audit & Risk Committee and confirmed that the external audit had been completed to its satisfaction.

13.3 Following consideration, the Board **RESOLVED to approve** the Financial Statements of the National Cancer Registry Ireland for the year ended 31 December 2025.

13.4 The Board authorised designated Board members to execute the approved Financial Statements and related documentation on behalf of the Board.

14. System of Internal Financial Control.

14.1 The Board considered the System of Internal Financial Control Report for 2025.

14.2 **IT WAS RESOLVED THAT** the required confirmations to the Minister for Health be approved.

15. Letter of Representation.

15.1 The Draft Letter of Representation was considered.

15.2 **IT WAS RESOLVED THAT** the Letter be approved and that Dr Paul Kavanagh be authorised to sign on behalf of the Board.

16. Protected Disclosures Report 2025.

16.1 The Annual Protected Disclosures Report was presented.

16.2 **IT WAS NOTED THAT** no protected disclosures were received during the reporting period.

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17. Governance Framework – Code of Business Conduct.

17.1 The updated Code of Business Conduct was considered.

17.2 **IT WAS RESOLVED THAT** the Code of Business Conduct be approved with immediate effect.

18. Secure Data Environment Procurement.

18.1 The Board considered the proposal relating to progression of the SDE procurement.

18.2 **IT WAS RESOLVED THAT** approval in principle be granted for progression of the Secure Data Environment procurement, subject to completion of all procurement, due diligence and governance requirements.

19. Letter of Allocation, Budget Profile and Service Plan 2026

19.1 The 2026 Budget Profile and Service Plan were considered.

19.2 **IT WAS RESOLVED THAT** the Budget Profile and Service Plan 2026 be approved.

20. Board Work Programme 2026.

20.1 **IT WAS NOTED THAT** the Board Work Programme will require revision and will be addressed separately.

21. Minutes of Previous Meeting & Matters Arising

21.1 The minutes from the Board meeting held on 14-Oct-2026 were considered and it **WAS RESOLVED THAT** these minutes be approved, and Dr Paul Kavanagh in his capacity as meeting Chairperson be authorised to sign these minutes.

21.2 The Board noted the need to ensure that the action log remained fully aligned with actions arising from previous meetings. The Board Secretary agreed to undertake a review and make any necessary updates.

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22. AOB & Close.

There being no further business, the Chairperson declared the meeting closed.

23. Board Session

The Board held a closed session

Dr Paul Kavanagh
Chairperson (Meeting Chair).

Date: 21/07/2026