

**MINUTES OF A MEETING OF THE  
NATIONAL CANCER REGISTRY BOARD (NCRI)  
HELD ON  
8 NOVEMBER 2023 AT 9.00 AM  
VIA MICROSOFT TEAMS**

**1. Register of Attendance**

**Present**

Name	Details	Initials
Dr Jerome Coffey	Chairperson	JC
Ms Mary Bourke	Board Member	MB
Ms Ellen Farrell	Board Member	EF
Mr Niall Murphy	Board Member	NM

**In Attendance**

Name	Details	Initials
Prof Deirdre Murray	NCRI Director	DM
Ms Rose O' Connor	NCRI Corporate Operations Manager	COM
Ms Catherine McGovern	NCRI Business & Planning Manager	CMcG
Ms Siobhán Wright	NCRI Communications Officer	SW
Ms Grace Murray	NCRI Governance & Compliance Officer	GM

**Apologies**

Name	Details	Initials
Dr Robert O'Connor	Board Member	ROC
Prof Mark Lawler	Board Member	ML

**2. Quorum**

**IT WAS NOTED THAT** there was a quorum of board members present at the meeting.

**3. Declaration of Conflicts of Interest**

The board members confirmed that they had no conflict of interest in the matters to be discussed at the meeting.

**4. Strategic Plan**

- 4.1. The Chairperson noted that the purpose of the meeting was to consider, and if thought fit, approve the NCRI's Strategic Plan for 2024-2026 (the "**Strategic Plan**"), draft copies of which had been circulated to the board in advance of the board meeting.
- 4.2. CMcG reported that, following the previous board meeting held on 24 October 2023, the Strategic Plan had been updated to reflect the board's recommendations. The revised vision, mission and values were reviewed and discussed by the board and the addition of a new chapter detailing the functions of the NCRI and its operating environment was also noted.

- 4.3. CMcG highlighted the amendments made to each of the following five strategic objectives in turn and explained the rationale for same:
- 4.3.1. capture a comprehensive picture of the patient cancer journey;
  - 4.3.2. be the independent, expert and trusted source of cancer data and trends;
  - 4.3.3. enhance research capabilities and develop vibrant and collaborative research networks in Ireland and internationally;
  - 4.3.4. be at the forefront of informing health information regulation and in the deployment of digital health initiatives; and
  - 4.3.5. enhance organisational capabilities through investment and strengthened governance.
- 4.4. There followed a discussion on what success looks like for each of the strategic objectives, the key enablers outlined in the implementation plan, and stakeholder engagement and the board made a number of observations and recommendations.
- 4.5. After due consideration of the Strategic Plan, **IT WAS RESOLVED THAT**, subject to the minor clarifications requested by the board, the Strategic Plan be formally approved and adopted by the board.
- 4.6. The board commended CMcG and the Registry on the development of the Strategic Plan and CMcG thanked the board for its input and support throughout its development.
- 4.7. CMcG reminded the meeting that a publisher had been engaged to assist with the graphic design of the Strategic Plan and that it was intended to launch the Strategic Plan internally at an all-staff event scheduled for 30 November 2023. **IT WAS NOTED THAT** the external launch of the Strategic Plan was to take place in early 2024 with the support of the Department of Health.

## 5. Close

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

*[signature page follows]*