

Minutes of the 7th Board meeting
of the
Assisted Human Reproduction Regulatory Authority

Date:	27 February 2026	
Time:	10.00 am	
Location:	Online	
Format:	Online only	
Meeting No.:	7 th meeting of the Board	
Present:	Deirdre Madden	DM
	Mary Wingfield	MW
	Roisin Molloy	RM
	Ciara Merrigan	CM
	Julie Kenneally	JK
	David Crosby	DC
	Sam Doyle	SD
	Brian Tobin	BT
Apologies:	N/A	
In attendance:	Ronan Toomey, Assistant Principal Officer, Department of Health (for all items except no. 1)	RT
	Brendan Lenihan, Navigo Consulting – for item 4	BL
	Fiona Ross, Navigo Consulting – for item 4	FR

1. Private Session

The Board met in private session.

2. Welcome from the Chairperson and Quorum

Since a quorum was present, the meeting was opened by the Chairperson.

3. Conflicts of Interest

No conflicts of interest were declared.

4. Apologies

N/A

5. Board governance workshop and training with Navigo Consulting

Board members present attended a Corporate Governance Induction training session from 10.20 am until 12.45 pm.

It was agreed that further amendments and revisions would be made to the draft AHRRA Code of Governance which would be circulated again in advance of it being put to the board for approval at the meeting scheduled for 13 March 2026.

Action	Drafting and finalisation of the Code of Governance to continue	BL, FR
---------------	---	--------

Board members were reminded to provide their suggestions for the drafting of a strategic plan for the AHRRA.

Action	Suggestions for the strategic plan should be provided to the Board Secretary	All Board members
---------------	--	-------------------

6. Procurement of financial services

The Board was informed that the Comptroller and Auditor General sought confirmation from the Department that the statement of accounts of the AHRRA for the financial year 2025 would be completed in the timeframe prescribed by the Health (Assisted Human Reproduction) Act 2024. While the AHRRA was only brought into existence on the 13 October, the Act requires that in circumstances where the establishment day was not the 1st day of January, *the first financial year of the AHRRA shall be the period from and including the establishment day to and including the 31st day of December of the year in which the establishment day falls* i.e. the first financial year of the AHRRA is 13 October 2025 to 31 December 2025.

The requirement to complete these accounts was an unforeseen consequence of the commencement of the relevant Part of the Act and was outside the control of the Board. Since the AHRRA does not yet have any qualified staff nor a contracted service provider to prepare the accounts, it is necessary to engage a financial services provider to complete the accounts to the required standard. Due to the urgency and time-constrained nature of this task, the procurement will be conducted as a direct approach to a service provider to complete this single task i.e. no long term contract will be entered into. A quote to provide the service will be sought and it is expected that the value of the contract will be less than €5,000.

Decision	The Board approved the procurement of a service provider to develop the annual accounts of the AHRRA for 2025 as required by section 146 of the Health (Assisted Human Reproduction) Act 2024	Dec-07-20260227-1
-----------------	---	-------------------

7. Any Other Business

No other business was discussed.

There being no further business, the meeting concluded at 1.00 pm.