

**NATIONAL PAEDIATRIC HOSPITAL DEVELOPMENT BOARD
("NPHDB" or the "Board")**

**Minutes of the NPHDB Board Meeting held on 4 April 2018
from 16.00 to 18.00
Herberton Boardroom, St. James Walk, Rialto, Dublin 8**

Attendance (Board)

Tom Costello (Chairman)
Tim Bouchier-Hayes
Brian Fitzgerald
Prof. Hilary Hoey
Karl Kent
John Martin
Marguerite Sayers
Lorcan Birthistle
Helen Byrne, On behalf of Liam
Woods

Attendance (Other)

Norman Craig, Commercial Advisor
Dr Emma Curtis, Medical Director
Phelim Devine, Design Director
Jim Farragher, Finance Officer
Richard Fitzpatrick, Director Project Controls
Vivienne Feaheny, On behalf of The Secretarial
Company Limited –
Board Secretary
Ashlyn Mullin, On behalf of The Secretarial
Company Limited –
Board Secretary
John Pollock, Project Director
Michael Greene, Construction Director
Declan Holmes, Commercial Director
Neil Vaughen, Project Controls

Apologies

Liam Woods
Anne Butler
John Cole
Paul Quinn

Agenda No.	Specific Issues/Decisions	Action By
GOVERNANCE		
Quorum & Chairman		
	The Chairman noted that a quorum, being 5 Board Members, was present and the Meeting proceeded to business.	N/A
1 DECLARATIONS OF INTEREST OR CONFLICTS		
	<ul style="list-style-type: none"> • Following enquiry, it was noted that there were no new declarations of interest or conflicts to be declared. 	Noted
2 PREVIOUS MINUTES		
2.1 Minutes of Previous Board Meeting		
	<ul style="list-style-type: none"> • The Minutes of the previous Meeting held on 7 March 2018, subject to some minor amendments, were approved and Tom Costello was authorised to sign them. 	Approved
2.2 Review of Matters arising		
	<ul style="list-style-type: none"> • The Chairman reviewed the current actions on the action list. Updates were provided and noted on the action list. The following actions were reviewed in additional detail. • Action 60 & 65: It was noted that the Board appointments were expiring in July 2018. • Action 64: It was noted that Fran Hegarty was on annual leave and the equipping update was deferred. • Action 66: It was noted that the design team were not scheduled to revert to the DCC until the Summer. 	<p>Noted</p> <p>Update to Action 60 & 65</p> <p>Update to Action 64</p> <p>Update to Action 66</p>

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	<ul style="list-style-type: none"> Action 75: It was noted that the updated CGI's of the final concourse design was on track and would be presented at the next meeting in May 2018. 	Update to Action 75
3	SI REMIT	
3.1	Monthly Project Update	
	<i>Project Update from John Pollock</i>	
	<ul style="list-style-type: none"> The Board was informed about the on-going lack of alignment/agreement between the Main Contractor, the Electrical Contractor and the Design Team in relation to closing out the GMP. The programme to complete a robust GMP had continued to slip and the Final GMP Report to the Board would not issue until at best the end of June 2018. Tim Bouchier-Hayes noted the uncertainty being created at the last Project Board meeting with BAM in terms of concluding the GMP. The Board noted that the Business Case seeking additional funding of €20m for the installation of sprinklers throughout the building had been agreed with the HSE and DoH. It was further noted that the NPH Project Progress Report No 1 to the European Investment Bank, March 2018, had been issued to the DoH. The DoH was to resolve engagement with the NDFA in relation to support for MES and the Business cases. The Board was informed about the status of the Acute Electronic Healthcare Record ("EHR") solution for the new children's hospital, paediatric outpatients and urgent care centres and that the primary tasks over the coming months were those associated with obtaining the necessary approvals to go to procurement in September 2018. The Board noted that the CHG would be in a position to formally endorse the Business Case which was due to be reviewed by the HSE Leadership team in mid-April 2018 for onward submission to DoH and DPER. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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<i>i) Design Update</i>		
	<ul style="list-style-type: none"> • The Board noted that the design team have completed the design package delivery including the addendum for both the MEP and CSA packages. The Board further noted that the actions now were to close out any clarifications efficiently so that the packages agreement can take place and failing agreement issued to the Independent Expert for decision. • The addendum would be treated as a separate package. The scale of the addendum was larger than originally anticipated for both the CSA & MEP packages and it would require time to review the cost and obtain an agreement. • The Board was informed that they were still awaiting sign off of the derogation report by the CHG board but it was envisaged that there would be no issues. • The Board noted that BDP had presented the proposed interior design strategy including joinery in December and this was now being issued to BAM as a final package. The Board was informed that the focus was on alignment of this package with the Satellite centres to deliver the same look and feel where possible in the three buildings. • The Board noted that the contracts with the artists were being agreed upon and options for the integration of art into the hospital had commenced. It was further noted that there were proposals to work with BAM to agree on delivery strategies for other complex areas within the building such as theatres in order to mitigate final validation of these spaces. • CHG engaged a digital integration specialist to assist in closing out the ICT architecture between building and healthcare software systems. The Board noted that the initial output of this review was complete and they were awaiting detail from the CHG to bring this forward to test against the GMP provisions with the MEP contactors. • It was confirmed there would be a presentation on the updated concourse CGI's at the May Board Meeting. Stone samples may also be available to view, however 'mock up' rooms will be later. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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<i>(ii) Construction Update</i>		
	<ul style="list-style-type: none"> The Construction Director provided an update on the progress of the main construction works since the last Board meeting with main activities relating to : (a) Excavation, (b) Piling, (c) Utility Tunnel Diversion and (d) Drimnagh Sewer 	Noted
	<ul style="list-style-type: none"> (a)Excavation:- the volume of bulk excavation was keeping up to the desired level of progress. There were constraints from follow-on activities surrounding pile caps, edge beams and raking anchors. The Southside primary dig was substantially complete. 	Noted
	<ul style="list-style-type: none"> (b) Piling:- The pile cropping and capping beam was completed along the South Circular road and was continuing along the Linear Park and Hospital 7. Rig 1 was now installing piles at the Private Clinic, Rig 2 was now demobilised at Brookfield Avenue and Rig 3 was mobilised at the site at Mount Brown. The piling had commenced at the Rialto entrance and down to Mount Brown and the secant wall piling was complete along Brookfield Avenue. 	Noted
	<ul style="list-style-type: none"> The road clean up and site organisation was operating well and additional measures were in place to include offering free car washes to South Circular Road residents. The Rialto road entrance was about to be moved to allow piling across the existing entrance. The use of temporary ground anchors at Cameron Square was agreed by BAM with some owners and it was on-going with others. 	Noted
	<ul style="list-style-type: none"> The concrete works were on-going surrounding the Utility tunnel and BAM had reached the desired rate of progress for the concrete structure. 	Noted
	<ul style="list-style-type: none"> A 'Construction Dash Board Report' dated March 2018 was circulated to the Board. This included various key performance indicators relating to Health & Safety, Environmental, Earthworks, Piling, Design Packages etc. It was noted that there were 30,647 man hours on site in March 2018, with an average number of 140 personnel on site with no health and safety incident to report. The second rig extraction regarding the Drimnagh sewer from DS05/DS06 was mobilised to the site and the DS02 reduced dig was complete. 	Noted

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	<ul style="list-style-type: none"> The Board noted that there was a continuation of excavation of the satellite site at Tallaght to a reduced level and there was installation of new foul and storm lines. The concrete foundations for the decant building was on-going and all the Actavo crèche units were delivered and installed. The crèche was due to be completed in July 2018. The satellite site construction at Connolly was progressing well with beams to roof level complete. The concrete elements in zones 1 & 2 and second to roof was on-going. 	Noted
<i>(iii) GMP Update; Cashflow 2019/2020 and Backstop Plan No. 3</i>		
	<ul style="list-style-type: none"> The Commercial Director provide an update on the GMP status, identifying progress to date and highlighting the current pressure in relation to Construction Budget & GMP Programme. The important role of the independent expert was also discussed and the need to activate this role to resolve cost issues. The Board noted the briefing that the issue of the GMP report in late June 2018 and bring to the Government in July 2018 was under pressure. The Board were informed about the issue of 2019/2020 cashflow versus HSE funding shortfall and that the HSE would be notified as well as keeping the CHP&P Steering Group informed. The Board were informed of DoH/HSE response to the Budget issue relating to sprinklers and programme alignment, including potential funding generation through philanthropy, assets etc. The previous decision of the Board to assign €20m in contingency to future cost pressures was reaffirmed while noting that the expectation was that the contingency would be refilled through additional funding sources. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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3.2 FINANCE		
<i>(i) Financial Results February 2018</i>		
	<ul style="list-style-type: none"> • A report of the financial results for January 2018 was presented to the Meeting, copies of which had been circulated to the Board in advance. • It was reported that actual costs for February 2018 were €3.5m under budgeted costs, which was mainly attributable to Construction costs. It was further reported that payments for February 2018 totalled €4.6 million. The Board noted the purchase orders raised in February 2018 as contained within the report. • The Board noted that the total spend to date on the Project was €140,740,379 and the total year to date was €10,427,986. 	<p>Noted</p> <p>Noted & Approved</p> <p>Noted</p>
<i>(ii) Finance Update and Sub-Committee Update</i>		
	<ul style="list-style-type: none"> • Change Order 218 to BDP in respect of the "4 Projects" for the NPH under the main contract up to September 2022 was amended to cover the service for one year only to June 2018. • The Board noted the update on the amended Car Park Business Case with commercial support from Lisney confirming that €47m was a reasonable expectation and that Lisney further recommended that the tender states a fixed period for the lease and requested that the tenderer quote the amount they will offer for this. 	<p>Noted</p> <p>Noted</p>
3.3 AUDIT/REVIEW		
	<ul style="list-style-type: none"> • The Board noted the final proposal received from Mazars for the review of senior management team structure and related governance systems. The Board further noted the proposed approach to conducting the review and that they would consist of 4 core phases to include: 	<p>Noted</p>

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	<ul style="list-style-type: none"> ➤ Phase I – Project Initiation ➤ Phase II – Current situation analysis and assessment report ➤ Phase III – Consultation process on assessment report ➤ Phase IV – Enhanced assessment report and action plan <p>The Board agreed that it was important to get an external review and were informed that the first report would be produced in July 2018.</p>	Noted
4	ANY OTHER BUSINESS	
	<ul style="list-style-type: none"> • John Martin noted that EY had recently been engaged by IDA/DCC to support the Urban Regeneration Working Group • The Board noted that Michael Greene had decided that he was unable to commit fulltime to the overall timeline to 2022. The Board were informed that Pat Molloy, who joins from the Dublin Airport Authority, would take over from him and that Michael Green would support Pat with the transition period. • The Chair thanked Michael Greene for his commitment and input to the project and consultation to the Board throughout. 	<p>Noted</p> <p>Noted</p> <p>Noted</p>
5	BOARD SUPPORTING DOCUMENTATION	
	<ul style="list-style-type: none"> • Draft minutes of the CHP&P Board Meeting held on 14 March 2018 were noted. • Draft minutes of the Audit and Risk Sub-Committee Meeting held on 26 February 2018 were noted. • Draft minutes of the Finance Sub-Committee Meeting held on 27 March 2018 were noted. • Draft minutes of the Construction Sub-Committee Meeting held on 6 March 2018 & 28 March 2018 were noted. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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	<ul style="list-style-type: none"> • Draft minutes of the HTEG Meeting held on 6 March 2018 were noted. • Draft minutes of the D8 Urban Regeneration Meeting JWG held on 13 March 2018 were noted. • Draft minutes of the Planning and Access Meeting held on 7 March 2018 were noted. • Draft minutes of the Communications Meeting held on 6 March 2018 were noted. • The National Acute EHR update by the CHG/HSE was noted. • HSE Letter to NPH Re: Capital Allocation & Funding Profile for NCH dated 12 March 2018 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

Next Meeting:

2 May 2018 in the Boardroom, Herberton, St. James Walk, Rialto, Dublin 8 at 16.00hrs.



Tom Costello
Chair

