

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

**Minutes of the NPHDB Board Meeting held on 6 June 2018  
from 16.00 to 17.30  
Herberton Boardroom, St. James Walk, Rialto, Dublin 8**

**Attendance (Board)**

Tom Costello (Chairman)  
Tim Bouchier-Hayes  
Brian Fitzgerald  
Karl Kent  
John Martin  
Liam Woods  
Anne Butler  
John Cole

**Apologies**

Lorcan Birthistle  
Prof. Hilary Hoey  
Paul Quinn  
Marguerite Sayers

**Attendance (Other)**

Norman Craig, Commercial Advisor  
Dr Emma Curtis, Medical Director  
Phelim Devine, Design Director  
Jim Farragher, Finance Officer  
Fidelma Burke, On behalf of The Secretarial  
Company Limited –  
Board Secretary  
John Pollock, Project Director  
Declan Holmes, Commercial Director  
Neil Vaughen, Project Controls  
Pat Molloy, Construction Director

**Apologies**

Vivienne Feaheny, On behalf of The Secretarial  
Company Limited –  
Board Secretary

Agenda No.	Specific Issues/Decisions	Action By
<b>GOVERNANCE</b>		
<b>Quorum &amp; Chairman</b>		
	The Chairman noted that a quorum, being 5 Board Members, was present and the Meeting proceeded to business.	N/A
<b>1 DECLARATIONS OF INTEREST OR CONFLICTS</b>		
	<ul style="list-style-type: none"> <li>• Following enquiry, it was noted that there were no new declarations of interest or conflicts to be declared.</li> </ul>	Noted
<b>2 PREVIOUS MINUTES</b>		
<b>2.1 Minutes of Previous Board Meeting</b>		
	<ul style="list-style-type: none"> <li>• The Minutes of the previous Meeting held on 2 May 2018 were approved and Tom Costello was authorised to sign them.</li> </ul>	Approved
<b>2.2 Review of Matters arising</b>		
	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Action 60 &amp; 65: It was noted that Mazars had commenced work in terms of looking at the structure and a small Board working group (Tom Costello, Tim Bouchier-Hayes, Brian Fitzgerald) had been set up to work with the executive all across the interface. The Board were informed that they have 7 weeks completed and the first report would be produced in July 2018.</li> <li>• Action 66: It was noted that the design team were not scheduled to revert to the DCC until August/September.</li> </ul>	<p>Noted</p> <p>Update to Action 60 &amp; 65</p> <p>Update to Action 66</p>

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	<ul style="list-style-type: none"> <li>• Action 76: The Board noted that the expiry date for their term as a Board was end July 2018. The Board further noted and as mentioned in the previous Meeting, that in order to coincide with legislation that would be enacted, it would be necessary to extend the date of expiration. The Chair acknowledged that all members had confirmed their willingness to continue for a period. The Board was informed that a paper was issued to the Department setting out the benefits of members continuing on. The Board was further informed that a memo would then be brought to the Minister for approval.</li> <li>• Action 77: A query was raised in relation to any staff/visitor suffering from vertigo and access throughout the hospital. The Board was informed that the BDP intend to address the psychological needs of people and would incorporate operational policies throughout the hospital.</li> </ul>	<p>Update to Action 76</p> <p>Update to Action 77</p>
<b>3</b>	<b>SI REMIT</b>	
<b>3.1</b>	<b>Monthly Project Update</b>	
	<i>i) Project Update from John Pollock</i>	
	<ul style="list-style-type: none"> <li>• The process for concluding the GMP was ongoing and would not be finished by the end of June 2018.</li> <li>• The Board was informed that the Design Team, Cost Consultants, Contractors and the Independent Expert were continuing to engage with the GMP process on a package by package basis.</li> <li>• To date, BAM had returned approximately 66% of Civil Structural Architectural (CSA) package costs. Jones mechanical costs would be returned in early June 2018 and Mercury electrical costs would be returned in mid-June 2018. The Board noted that the overall budget challenges were anticipated by Linesight across the CSA, the mechanical and electrical disciplines due to a variety of issues.</li> <li>• The Board noted the appointment of Mr Dean Sullivan, Deputy Director General of the HSE, as Chair of the CHP &amp; P Steering group.</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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	<ul style="list-style-type: none"> <li>The Board was informed that the NDFA was unable to support the MES Business Case. The Board agreed with the recommendation that additional external support/advisors such as EY were required to complete a Cost Benefit Analysis and the Business Case.</li> <li>In relation to Connolly Urgent Care, a Section 146B application was submitted to An Bord Pleanala for the revised parking layout.</li> </ul>	<p>Noted</p> <p>Noted</p>
<i>ii) Design Update &amp; Planning</i>		
	<ul style="list-style-type: none"> <li>The Board noted that the focus of the Design Team for the NCH was the completion of the GMP process and that the new agreed engagement structure was being followed. The Board further noted the challenges faced with the budget for many packages included differences in design gaps, measured quantities, specification changes driven by value engineering design development leading to contractor submissions for increased rates and challenges regarding the rules of measurement.</li> <li>The Board was informed that the four technical reports that were issued by the CHG for mission critical MEP services have been responded to by the NPHDB. The responses concluded that the MEP design of the hospital was at the appropriate level and the Board was further informed that the CHG had not highlighted any concerns so far with the responses that were issued.</li> <li>The Board noted that BDP &amp; Coady Architects had presented the proposed interior design strategy at the Design Sub-Committee Meeting in April 2018. The Board further noted that the packages were generally well aligned with the Satellite centres in order to deliver the same look and feel where possible in the three buildings. This work stream involving both the CHG and NPHDB had commenced and would require completion by August/September 2018 by CHG/NPHDB in order to support the completion of the OP &amp; UCC at Connolly.</li> <li>The Board noted that meetings with the contractors on BIM and ICT integration were ongoing with the support from the CHG.</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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	<ul style="list-style-type: none"> <li>The Board was informed that the Art Development Steering and Working groups were established and the initial meetings with Artists regarding concept design development had begun.</li> <li>The Board noted that the storey height stone and punch window mock-up was completed in early May 2018 and the sand blasted stone finish was selected subject to confirmation on long term durability to resist staining.</li> </ul>	<p>Noted</p> <p>Noted</p>
<i>(iii) Construction Update including Drone Footage</i>		
	<ul style="list-style-type: none"> <li>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</li> <li>(a) Excavation:- the volume of bulk excavation and piling in May was above target but cumulative excavation with a total of 191,912 metres cubed was behind. The South-Central B2 level dig was complete and the blinding of the first section of slab and concrete pour was expected in June 2018 when the waterproofing and rebar install will be completed. The North central B2 excavation had resumed which included the reduced dig adjacent to the new Utility Tunnel.</li> <li>(b) Piling:- The piling was complete across the Rialto Entrance and down to Mount Brown. The piling to crane bases had commenced in the South Central zone. The anchoring piles on the South Circular Road and the Linear Park were complete.</li> <li>(c) Utility Tunnel Diversion:- The wall pours including the tie-ins were completed and there would be a continuation with roof slab pours. All the service modules were loaded into the tunnel and mechanical installation had started.</li> <li>(d) Drimnagh Sewer:- All the tunnel drives were now complete and the DS04 &amp; 05 manholes were under construction.</li> <li>The Board noted that the dust was an issue for residents as a result of the change in weather. BAM had committed to getting a water canon on site and increasing the use of bowsers.</li> <li>There was an issue with excessive noise and the Board further noted that BAM would try to resolve this issue by using acoustic blankets. The Board noted that the noise monitors</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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	<p>hadn't shown any breaches.</p> <ul style="list-style-type: none"> <li>• It was noted that two properties, one on South Circular Road and the other on Mount Shannon Road had reported damage to their properties and this is currently under investigation.</li> <li>• The Board noted that BAM appointed a Community Benefits Programme Manager and requested that they were updated with monthly reports on work opportunities and the wider community.</li> <li>• A 'Construction Dash Board Report' dated May 2018 was circulated to the Board. This included various key performance indicators relating to Health &amp; Safety, Environmental, Earthworks, Piling, Design Packages etc. It was noted that there were 29,995 man hours on site in May 2018, with an average number of 173 personnel on site and there were 2 health and safety incidents to report. The first incident occurred when a person fell while pulling a cover over a haulage which resulted in a broken ankle with a fractured shin bone and the second occurred when a water-main was struck during bulk excavations. The water-main was not shown on the built drawings which the people on the ground were working from.</li> <li>• The Board was informed that overall construction was behind schedule and that BAM were preparing a recovery plan.</li> <li>• The Board noted that all the modular units were now in place regarding the satellite site at Tallaght and completion of the façade remained outstanding. The mechanical and electrical installations were ongoing throughout the crèche and decant.</li> <li>• The satellite site construction at Connolly was progressing well with rising blockwork to all elevations and insulated render had commenced. The installations of window frames was ongoing and half of the brickwork plinth and roofing works was complete.</li> <li>• The Board agreed that they would visit the Connolly site at 14:00 before the next Board Meeting in July 2018.</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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<i>(iv) GMP Update; Declan Holmes/Pat Molloy</i>		
	<ul style="list-style-type: none"> <li>• The Commercial Director provided an update on the GMP packages from the three big contractors and highlighted again to the Board that the mechanical costs would be returned in early June 2018 and the electrical costs would be returned in mid-June 2018. The Board noted that the overall budget challenges were anticipated by Linesight across the CSA and that the GMP was trending an amount over budget, but NPH exec opinion was that Linesight trending is an under estimation.</li> <li>• The Board noted the proposal of a small team that was going to review any issues arising from the packages. The Board noted the key working blocks which consisted of the huge volume of work ongoing; budget; work group and their status of package delivery; contract provisions and comparisons with tendered rates; design and specification issues and scope gaps. The Board further noted that whilst the difficulties with budget and time constraints were being examined, it was necessary to ensure there were clear processes irrespective of the over budget.</li> <li>• The Board noted that the M &amp; E packages were trending significantly over budget and warranted an external peer review of scope and specification.</li> <li>• The Board noted the need to examine alternative scenarios in relation to not awarding the phase B works to current contractors.</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
<b>3.2 FINANCE</b>		
<i>(i) Financial Results April 2018 – Jim Farragher</i>		
	<ul style="list-style-type: none"> <li>• A report of the financial results for April 2018 was presented to the Meeting, copies of which had been circulated to the Board in advance.</li> <li>• It was reported that actual costs for April 2018 were €1.5m under budgeted costs, which was mainly attributable to Construction costs. It was further reported that payments for April 2018 totalled €7.2 million. The Board noted the purchase</li> </ul>	<p>Noted</p> <p>Noted &amp; Approved</p>

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	<p>orders raised in April 2018 as contained within the report.</p> <ul style="list-style-type: none"> <li>The Board noted that the total spend to date on the Project was €160,474,745 and the total year to date was €33,523,249.</li> </ul>	Noted
<i>(ii) Finance Update and Sub-Committee Update – Brian Fitzgerald</i>		
	<ul style="list-style-type: none"> <li>The Board was updated on the 2019/2020 cashflow versus HSE funding and noted that the executive can only commit to spending within the current HSE capital commitments. The Board was further informed that the project is tracking spend versus the HSE capital commitment for 2018.</li> </ul>	Noted
<b>3.3 AUDIT AND RISK UPDATE</b>		
<i>Update from Brian Fitzgerald</i>		
	<ul style="list-style-type: none"> <li>The Board was informed that a workgroup had been set up to resolve the issue with the BDP/BAM and EDMS fees.</li> </ul>	Noted
	<ul style="list-style-type: none"> <li>The recent engagement between the contractor and the design team on GMP matters and the involvement of the independent expert was expected to be less intensive than anticipated. The Board noted that the input from the independent expert would be approximately 5 days per month from June until Sept 2018 and further noted that the independent expert had yet to submit invoices to validate the commitment.</li> </ul>	Noted
	<ul style="list-style-type: none"> <li>The Board was provided with the draft Annual Report 2017 and draft financial statements of the NCH and subject to some minor amendments, <b>IT WAS RESOLVED THAT</b> the draft Annual Report 2017 and draft financial statements 2017 of the NCH be and are hereby approved and that Tom Costello, Brian Fitzgerald and John Pollock were authorised to sign them.</li> </ul>	Noted & Approved



<b>Agenda No.</b>	<b>Specific Issues/Decisions</b>	<b>Action By</b>
	<i>Update form John Martin</i>	
	<ul style="list-style-type: none"> <li>The Board was informed that EY would circulate their draft report to the D8 Urban Regeneration Joint Working Group on 15 June 2018 and feedback was requested by 22 June 2018. The next Meeting would be held on 19 June 2018.</li> </ul>	Noted
<b>5</b>	<b>BOARD SUPPORTING DOCUMENTATION</b>	
	<ul style="list-style-type: none"> <li>Draft minutes of the Design Sub-Committee Meeting held on 2 May 2018 were noted.</li> <li>Draft minutes of the Construction Sub-Committee Meeting held on 30 May 2018 were noted.</li> <li>Draft minutes of the CHP&amp;P Steering Group Meeting held on 23 April 2018 were noted.</li> <li>Draft minutes of the Finance Sub-Committee Meeting held on 30 May 2018 were noted.</li> <li>Draft minutes of the Planning and Access Meeting held on 2 May 2018 were noted.</li> <li>Draft minutes of the D8 Urban Regeneration Meeting held on 1 May 2018 were noted.</li> <li>Draft minutes of the HTEG Sub-Committee Meeting held on 21 May 2018 were noted.</li> <li>The National Acute EHR update June 2018 by the CHG/HSE was noted.</li> </ul>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

***Next Meeting:***

***4 July 2018 in the Boardroom, Herberton, St. James Walk, Rialto, Dublin 8 at 16.00hrs.***



Tom Costello  
Chair