

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

**Minutes of the NPHDB Board Meeting held on 7 March 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 Cole
John Martin
Marguerite Sayers
Paul Quinn
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
Fidelma Burke, On behalf of The Secretarial
Company Limited –
Board Secretary
John Pollock, Project Director
Michael Greene, Construction Director
Declan Holmes, Commercial Director

Apologies

Liam Woods
Anne Butler

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 February 2018 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 64: It was noted that there was good progress with the overall budget for equipping costs and this was going to be achieved in March and discussed at the next meeting in April 2018. Action 65: Proposed Terms of Reference issued from Mazars were circulated to the Board. Action 74: Frank McGuinness provided a briefing paper on the status of the Acute Electronic Healthcare Record ("EHR") solution for the new children's hospital and paediatric 	<p>Noted</p> <p>Update to Action 64</p> <p>Update to Action 65</p> <p>Update to Action 74</p>

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	<p>solution for the new children's hospital and paediatric outpatients and urgent care centres.</p> <ul style="list-style-type: none"> The Board noted that the Business case stage is 3-4 weeks behind schedule and that a revised up to date and detailed project plan would be completed that week. The Board again expressed their concern about the sequential timeframe and interdependency with national HSE EHR and the digital vision for the children's hospital and whether the timelines were realistic. The Board was informed that the ICT integration system was red flagged and discussed on a monthly basis in the Children's Hospital Programme & Project Steering Group Meeting (CHP & P) 	<p>Noted</p> <p>Noted</p>
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 February 2018 edition of Connect which focused on the economic and social benefits that was gained from the new children's hospital development for the communities of Dublin 8 and Dublin 12. The Board noted the action plan that was developed with four priority themes; Maximising Employment & Training Opportunities; Optimising Local Economic Development through SME/Social Enterprise Support; Raising Aspirations through Education and Building on Community Health & Wellbeing. The Board praised the work achieved so far surrounding the economic and social benefits for the communities. 	<p>Noted</p> <p>Noted</p>
<i>i) Design Update</i>		
	<ul style="list-style-type: none"> The Board was informed that not all of the savings for the Façade VE was achieved. The Board was further told about the unsatisfactory response regarding the delays from BAM. 	<p>Noted</p>

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	<ul style="list-style-type: none"> The Board noted that the design team have nearly completed the design packages delivery with a small percentage of deliverable yet to complete. It was further noted that strategy for the delivery of the design coordination addenda was agreed with clashes resolved by 23 March 2018 to facilitate the final GMP costs. GMP will be based on the final design information issued on 23 March and any clarifications that follow. 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 the joinery package was due for release on 9 March 2018. BDP presented the proposed interior design strategy 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 include floor finishes and reassessing equipping costs. The drainage proposed by the Design team was re-engineered in collaboration with all parties to mitigate possible cost and programme creep. The Board and the Design team were collaborating on other key issues such as waterproofing, piling and rebar strategy. The Board noted that a meeting with the Fire Officer was required to test any fire constraints with respect to the completion of the art risk assessment. The meeting with the Fire Officer had been positive and there was an acknowledgment of the importance of art in healthcare facilities. 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. The Board was informed that CHG was undertaking reviews of mission critical infrastructure such as ventilation, medical gases, water and electrical power. The Board noted that outputs of these reviews were being agreed with the Board and the Design team and that the interface meeting was complete for ventilation and medical gases. 	<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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	<ul style="list-style-type: none"> The Board was informed that CHG was undertaking reviews of mission critical infrastructure such as ventilation, medical gases, water and electrical power. The Board noted that outputs of these reviews were being agreed with the Board and the Design team and that the interface meeting was complete for ventilation and medical gases. Updated CGI's of the final concourse design are to be presented at the May Board meeting 	<p>Noted</p> <p>Update to Action 75</p>
<i>(ii) Construction Update</i>		
	<ul style="list-style-type: none"> The Construction Director provided an update on progress of the main construction works since the last Board meeting which centred on: (a) Excavation and (b) Piling (a)Excavation:- the rate of bulk excavation had increased throughout February 2018 and it was now exceeding targets. The North excavation and South excavation was on-going but there was going to be more focus on the South excavation. (b) Piling:- the current rate of production was hitting the target with piling along the Linear Park and most of the South Circular road complete, 50% of all piling now complete. Rig 1 was now installing piles along Cameron Square. Pile cropping was on-going along South Circular road and Linear park with the Pile Cap Edge Beam commencing in April 2018 and with Raking Anchors to follow. The Board noted that the possible use of ground anchors at Cameron square was being discussed by BAM. The road clean up remained an issue but had significantly improved and additional measures were in place to include offering free car washes to South Circular Road residents. It was further noted that the construction work had been halted due to the adverse weather conditions for a number of days. Lorcan Birthistle wished to acknowledge the assistance that BAM provided during the adverse weather conditions and that as a result of the clearance of snow, there were no fall/slippage incidents to report. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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	<ul style="list-style-type: none"> The concrete works were on-going surrounding the Utility tunnel with the first roof slab pour occurring this month. The drainage layer and waterproofing was 90% complete. A 'Construction Dash Board Report' dated February 2018 was circulated to the Board. This included various key performance indicators related to Health & Safety, Environmental, Earthworks, Piling, Design Packages etc. It was noted that there was 26,859 man hours on site in February 2018, with an average number of 145 personnel on site with no health and safety incident to report. The second rig extraction regarding the Drimnagh sewer from DS05/DS06 was to start and the tunnelling between DS04 and DS05 was on-going. The Board noted that the MV diversions, pad foundations in Phase 1A Crèche area and the installation of attenuation tank was completed in the satellite site at Tallaght. The satellite site construction at Connolly was progressing well with foul and storm drainage to the East and North elevations and rising elements in zones 1 and 2 with first to second floor being completed. 	<p>Noted</p> <p>Noted</p> <p>Noted</p>
<i>(iii) Risk Update</i>		
	<ul style="list-style-type: none"> The Director for Project Controls provided an update to the Board on the management of risk during the construction phase of the project and explained that a framework was put in place for the management of risk across all project workstreams. He confirmed that the reporting of risk to all Sub-Committees has taken place as requested by the Board and a formal update on risk will be provided to the Design Sub-Committee on the 4 April 2018. The Director for Project Controls advised that the following were currently the key project risks: <ol style="list-style-type: none"> Achieving an acceptable GMP within the required timeframe Achieving an acceptable GMP within the required value parameters Key stakeholders (CHG; HSE; DoH) accepting the 'back- 	<p>Noted</p> <p>Noted</p> <p>Noted</p>

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<i>(iv) Procurement Update</i>		
	<ul style="list-style-type: none"> The notification letters in connection with the mini-tender for legal services during the construction of the NCH and Satellite Centres was issued on 16 February 2018 to the three tenderers. 	Noted
	<ul style="list-style-type: none"> The Board noted that the draft MES Imaging Business Case for equipping the NCH consisting of three lots - Imaging, Laboratories and Medical and Surgical Devices - continues to progress. 	Noted
	<ul style="list-style-type: none"> The Board was informed of the subsequent equipment business cases related to medical devices and the laboratory. And these were to be issued in mid-April 2018. 	Noted
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. 	Noted
	<ul style="list-style-type: none"> It was reported that actual costs for January 2018 were €6.9m under budgeted costs, which was mainly attributable to Construction costs. It was further reported that payments for January 2018 totalled €1.1 million. The Board noted the purchase orders raised in January 2018 as contained within the report. 	Noted & Approved
	<ul style="list-style-type: none"> The board noted the total spend to date was €136,523,290 	Noted
	<ul style="list-style-type: none"> Draft financial statements 2017 were circulated to the board for consideration. 	Noted
<i>(ii) Finance Update and Sub-Committee Update</i>		
	<ul style="list-style-type: none"> Change Order 209 that had been approved by the Board had been issued to McCann Fitzgerald. 	Noted
	<ul style="list-style-type: none"> Change Order 210 to McCann Fitzgerald relating to the 	Noted

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	<p>provision of legal services in relation to the O'Reilly Avenue High Court action was approved by the Board.</p> <ul style="list-style-type: none"> Change Order 213 to HLM/Coadys in respect of the additional fees for works on the satellite centres was approved by the Board. Declan Holmes updated the Board on the executive summary of the project budget to date. He provided the Board with a GMP Measure, Cost and Agreement Tracker diagram showing the variance between the planned measure accumulative, cost accumulative and agreement accumulative, against the actual measure accumulative, cost accumulative and agreement accumulative with respect to piling and undergrounds, structure, facades, roof finishes and external works. He further discussed the GMP update for February 2018 for the Satellites and that there was various issues being dealt with at the Balance Sheet Discussion meetings. The Board noted that BAM were approximately 4 to 6 weeks behind on the GMP programme and that was being addressed. The Board was also informed that Mercury and Jones's were engaging better than BAM on the GMP programme measure/costing. The Board heard that BAM was not returning costed packages in line with the GMP schedule. The Board was informed about Phase A and Phase B works with BAM and that Phase A works had to be redefined as a result of changing the layout to the temporary road. A programme for the GMP Approval process was also discussed. Linesight met with BAM regarding the partitions, doors and screens to reinforce the process. The Board was further informed that the NPH had met with the DoH in relation to the overall funding and that the additional funding for the sprinklers was likely to be funded by the DoH. With respect to the additional funding required, the Board noted that this was being addressed with the CHG for funding through philanthropy, naming rights and the foundations and possible sales of assets. The Board noted that the current cashflow from the Cost Report suggested that BAM was currently keeping in line with this with circa €39.7m expenditure to date. This includes €5.25m of an advance payment which represented the true 	<p>& Approved</p> <p>Noted & Approved</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

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	delta to the cashflow. The Board was informed that the reviewed key performance indicators ("KPI") against the advanced payment to BAM portrayed that BAM was in general exceeding their KPI targets which included excavated material disposals, piling and the pipe drive.	Noted
4	ANY OTHER BUSINESS	
	<ul style="list-style-type: none"> The Board noted that Tom Costello, Chair, proposed to forgo his chairperson fees from January 2018 up to the remainder of the project. The benefit of a documentary of the construction and development of the Hospital was outlined and it was noted that Wildfire production company, were undertaking costs of the documentary with a view to seeking support in developing this into a documentary post completion of the construction. 	Noted
5	BOARD SUPPORTING DOCUMENTATION	
	<ul style="list-style-type: none"> Draft minutes of the Design Sub-Committee Meeting held on 7 February 2018 were noted. Draft minutes of the CHP&P Steering group Meeting held on 25 January 2018 were noted. CHG/HSE Progress update on the Acute Electronic Healthcare records (EHR) by Frank McGuinness was 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 28 February 2018 were noted. 	<p>Noted</p> <p>Noted</p> <p>Noted & Update to action 74</p> <p>Noted</p> <p>Noted</p>

Next Meeting:

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



Tom Costello
Chair