

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 01 May 2019
from 16.00 to 18.45
Herberton Boardroom, St. James Walk, Rialto, Dublin 8**

Attendance (Board)

Tim Bouchier-Hayes (Vice Chair) (in the Chair)
John Cole
John Martin
Karl Kent
Brian Fitzgerald
Marguerite Sayers
Paul Quinn
Anne Butler
Liam Woods
Lorcan Birthistle
Jonathan Hourihane (by telephone)

Attendance (Other)

John Pollock, Project Director
Phelim Devine*, Deputy Project Director/Design Director
Jim Farragher*, Finance Officer
Norman Craig*, Commercial Advisor
Pat Molloy*, Construction Director
Declan Holmes*, Commercial Director
Emma Curtis*, Medical Director
Neil Vaughan*, Project Controls
Ray Hunt, On behalf of HMP Secretarial Limited – Board Secretary
Joseph O'Donohue, On behalf of HMP Secretarial Limited – Board Secretary

Apologies

Fred Barry (Chairman)

**For part of the meeting*

1.	Quorum & Chairman
	The Chairman noted that a quorum, being five Board Members, was present and the meeting proceeded to business.
2.	Declarations of Interest or Conflicts of Interest
	In accordance with Section 19 of Statutory Instrument 246/2017, the Directors confirmed that there were no new declarations of interest or conflicts of interest to be disclosed.
3.	Previous Minutes
3.1	The Board reviewed the Minutes of the Board Meetings held on 1 April 2019 and 15 April 2019. Following consideration, IT WAS RESOLVED THAT the Minutes be and were approved for signature by the Chairman.
3.2	Action Items arising from Minutes The Board received an update in relation to the current actions on the Action List and the Secretary undertook to update the Action List in accordance with the updates provided.
4.	Project Update
4.1	Equipment The Board was advised that a recommendation had been made by the Equipment Procurement Strategy Project Board to the CHP&P Steering Group that traditional procurement be adopted to purchase healthcare technology equipment throughout the project.
4.2	RMHC The Board noted the letter sent by RMHC to the HSE seeking clarification in relation to the proposed new RMHC House at the project site. It was noted that this was an action for the HSE and that construction would need to start in 2021 if the opening of the RMHC House was to coincide with the completion of the NPH project. It was further noted that the RMHC House project was not in any way connected to the NPH Project and therefore had no material impact on the NPH Project.
4.3	Construction Update The Board noted the Health and Safety metrics for the past month. The Board was advised of an ongoing dialogue with BAM in relation to these. <u>NPH Main Site:</u> The Board was provided with an update in relation to on-site personnel over the month, and progress versus schedule by reference to project milestones. It was confirmed that BAM had been asked to come up with mitigation measures to ensure that project milestones could be achieved.

	<p>It was noted that the quality of the surface water leaving the site had dropped again after a period of improvement, causing concern, and that this had been relayed to the contractors.</p> <p>It was further noted that the excavation work on the North end was finished, that the first floor deck had been completed and that the South end could now be seen from the South Circular Road.</p> <p><u>Connolly Site:</u></p> <p>The Board was advised of a number of challenges on this site in the preceding weeks.</p> <p>It was noted that a large number snags had arisen on the site, with over half of those still open. It was further noted that resourcing had been a challenge.</p> <p>The Board was also advised that although the work at macro level was completed, minor finishing issues were arising at micro level.</p> <p><u>Tallaght Site:</u></p> <p>The Board was advised that the work was at the excavation stage and that service diversions were ongoing.</p> <p>It was noted that the work was currently progressing, and an update of progress versus schedule was provided.</p> <p>4.4 Progress Reporting</p> <p>It was noted that work was currently being undertaken in partnership with Blackrock in order to improve site monitoring/reporting and to get daily real-time information from resident staff.</p> <p>4.5 North Road Layout</p> <p>It was noted that a presentation would be given to St James’s Hospital next week in relation to this.</p> <p>4.6 Commercial Update</p> <p>The Board was provided with a summary of cost changes and was made aware of some new early warnings which had been received, and were being considered.</p> <p>Following this, the Board had a discussion in relation to cashflow.</p>
5.	Blackrock Proposal
	<p>Blackrock’s proposal for the provision of project controls support [REDACTED]</p> <p>[REDACTED]</p> <p>Following consideration, IT WAS RESOLVED THAT the Board would make an initial</p>

	<p>commitment in relation to stage 1 only and would review the needs of the project with regard to stage 2 at a later date.</p>
6.	Finance
6.1	<p>Financial Results</p> <p>An update was provided to the Board in relation to costs, payments, POs, HSE funding receipts and cashflow.</p> <p>The Board noted the Financial Results for March 2019.</p>
6.2	<p>Joint Construction & Finance Sub-Committee</p> <p>The Board was provided with an update in relation to the Joint Finance and Construction Sub-Committee Meeting.</p> <p>Change Orders 289 and 292 were put to the Board for approval, and an outline provided to the Board in relation to each.</p> <p>Following consideration and discussion, and following recommendation for Board approval by the Sub-Committee, IT WAS RESOLVED THAT Change Orders 289 and 292 be approved.</p>
7.	Design Team
	<p>An update was provided to the Board further to a meeting with the Design Team to discuss their performance on the project to date.</p> <p>The Board discussed a number of current matters relating to the Design Team.</p>
8.	PwC Recommendations
	<p>It was noted that a workshop with PwC and other stakeholders had taken place to discuss the implementation of the recommendations contained in the PwC Report.</p> <p>The Board noted that the Government had committed to preparing a plan to implement the recommendations within 4 weeks of the publication of the Report.</p> <p>A discussion took place between the Board members in relation to the recommendations.</p> <p>The Board reiterated that the responsibility for the implementation of the PwC recommendations was split across the NPHDB, CHI and the HSE.</p> <p>The Board then considered the Draft Terms of Reference for the PwC Report Committee.</p> <p>Following consideration, IT WAS RESOLVED THAT the Draft Terms of Reference for the PwC Report Committee be approved.</p>
9.	Any Other Business
9.1	Project Board
	<p>The Board noted that the seat previously occupied by Tom Costello on the Project Board (with BAM) needed to be filled, and IT WAS AGREED THAT in the short-term, should a matter come before this which requires the seat to be filled, Mr John Pollock should nominate a member of the executive to the seat.</p>

	It was noted that the Board would review this in the longer term.
9.2	Construction Director
	<p>The Board acknowledged the imminent resignation of Mr Pat Molloy as Construction Director. The Board thanked Mr Molloy for his contribution and dedication.</p> <p><i>Mr Phelim Devine, Mr Jim Farragher, Mr Norman Craig, Mr Pat Molloy, Mr Declan Holmes, Ms Emma Curtis and Mr Neil Vaughan left the meeting.</i></p>
9.3	Succession Planning
	<p>It was noted that the Chairman had met the Minister and the Secretary General of the Department of Health and had stressed the importance of quickly strengthening the executive.</p> <p>It was confirmed that the Board was awaiting confirmation that a Project Director and a Chief Officer would be recruited following Mr John Pollock's departure.</p> <p>The Board discussed the positions, acknowledging that no decisions could be made by the Board in relation to this matter at this point in time.</p> <p>There being no other business, the meeting concluded.</p>

Next Meeting:

Wednesday 5 June 2019 in the Boardroom, Herberton, St. James Walk, Rialto, Dublin 8 at 16.30hrs.



Tim Bouchier-Hayes
Vice-Chairman