

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 10 June 2020
from 14.30 to 16.45
via electronic means**

Attendance (Board)

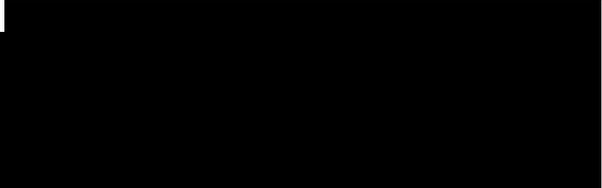
Fred Barry (Chairman)
Tim Bouchier-Hayes (Vice-Chair)
John Cole
Karl Kent
Anne Butler
Liam Woods
Michael Shelly
John McGowan

Attendance (Other)

David Gunning, Chief Officer
Phelim Devine, Project Director
Jim Farragher, Finance Officer
Richard Fitzpatrick, Director of Project Controls
Norman Craig, Commercial Advisor
Elaine O'Rourke, Executive Support
Bridget Gallagher, On behalf of HMP Secretarial
Limited – Board Secretary
Anthony Irvine, On behalf of HMP Secretarial
Limited – Board Secretary

Apologies

Lorcan Birthistle

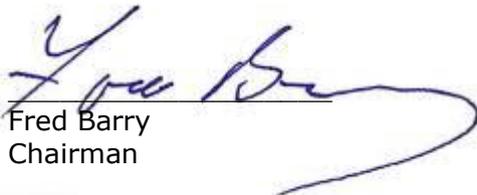
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| 1.0 | Quorum & Chairman |
| | <p>The Chairman noted that a quorum, being five Board Members, was present and the meeting proceeded to business.</p> <p>It was noted that all Board members and attendees at the meeting were participating electronically in order to comply with guidelines in response to the COVID-19 pandemic, associated travel restrictions and work from home recommendations.</p> |
| 2.0 | Declarations of Interest or Conflicts of Interest |
| | <p>In accordance with Section 19 of Statutory Instrument 246/2017, the Board members confirmed that there were no new declarations of interest or conflicts of interest to be disclosed.</p> |
| 3.0 | Previous Minutes |
| | <p>The Board reviewed the minutes of the Board Meeting held on 13 May 2020 and 27 May 2020 (the "Minutes").</p> <p>Subject to minor amendment to the minutes of the Board Meeting held on 13 May 2020, IT WAS RESOLVED THAT the Minutes were approved for signature by the Chairman.</p> |
| 3.1 | Action Items Arising From Minutes |
| | <p>The Board noted an update in relation to current actions on the Action List.</p> |
| 4.0 | Chief Officer Report |
| | <p>The Chief Officer Report was presented to the Board and discussed in detail by reference to priority items.</p> <p>In particular, it was noted that the Tallaght and NCH construction sites remained closed and engagement with the Contractor was ongoing with a view to securing their re-opening. It was noted that market analysis suggested that the aforementioned sites were an outlier at industry level in this regard.</p> <p>In relation to Design Delivery, it was advised that the Design Team had been requested to provide a formal commitment regarding the schedule for delivery of C-Sheets and the close out of RFIs and other reviewable design data. </p> <p>Confirmation was provided that key stakeholders were being kept up-to-date with developments.</p> |
| 5.0 | Items for Decision |
| 5.1 | Next steps on BAM and Site Reporting |
| | <p>The Board discussed the ongoing closure of the NCH and Tallaght site by reference to communications with the Contractor. It was highlighted that the Executive was and continued to be fully engaged with the Contractor in order to have the position progressed.</p> |

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| | <p>It was agreed that a briefing would be provided to the Board to inform how the position could be progressed and that other options would be evaluated insofar as possible in parallel to this.</p> |
| 6.0 | Items for Approval |
| 6.1 | Commissioning, Qualification and Valuation ("CQV") Terms of Reference |
| | <p>Draft CQV Terms of Reference were reviewed by the Board, which included details of its membership.</p> <p>Following consideration, IT WAS RESOLVED that the CQV Terms of Reference be approved and adopted.</p> |
| 6.2 | Approval of Yala Consult Limited Contract |
| | <p>The Board received a proposal in relation to awarding a Recruitment and Placement Consultancy Services contract to Yala Consult Limited (in consortium with Propel Consult Limited and ICDS).</p> <p>A commentary was provided on the tender process employed and the outcome of the evaluation. The Board members raised queries in relation to pricing and the scope of services provided under the contract, during the course of which it was confirmed that Yala had been the most competitively priced and was in line with market standard.</p> <p>Following consideration, IT WAS RESOLVED to approve the Recruitment and Placement Consultancy Services contract to Yala Consult Limited (in consortium with Propel Consult Limited and ICDS) on the proposed commercial terms for the three year period commencing on 1 July 2020.</p> |
| 6.3 | 2019 Statutory Accounts |
| | <p>It was noted that the audited NPHDB Financial Statements for the year ended 31 December 2019, had been recommended for Board approval by the Finance, Audit and Risk Sub-Committee subject to a number of minor amendments, and that all Board members' comments had now been incorporated therein.</p> <p>For governance purposes, the appointment of Tim Bouchier-Hayes as Vice-Chair was ratified and confirmed by the Board.</p> <p>Following consideration, IT WAS RESOLVED that the NPHDB Financial Statements for the year ended 31 December 2019 be approved and Mr Barry and Mr Woods be authorised to sign same on behalf of the Board.</p> |
| 7.0 | Finance |
| 7.1 | Financial Results May 2020 |
| | <p>An update was provided to the Board in relation to costs, payments, POs and Year to Date HSE cash receipts.</p> <p>The Board noted the Financial Results for May 2020.</p> |
| 8.0 | Governance Matters |
| 8.1 | Finance, Audit and Risk Sub-Committee |
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| | The Board noted the proceedings of the previous Finance, Audit and Risk Sub-Committee meeting held on 13 May 2020. |
| 8.2 | CQV Sub-Committee |
| | It was advised that meetings of the CQV Sub-Committee took place every three months and the next meeting was scheduled for July 2020. |
| 8.3 | Design Sub-Committee |
| | The Board received an overview of items receiving focus by the Design Sub-Committee, which had been discussed earlier in the Board meeting. |
| 8.4 | Dispute Resolution Sub-Committee |
| | The Board noted the proceedings of the previous Dispute Resolution Sub-Committee meeting held on 3 June 2020 and received a verbal update on the most up-to-date position. |
| 9.0 | Any Other Business |
| | There being no other business, the meeting concluded. |

Next Meeting:

It was agreed by the Board that a special Board meeting be convened via electronic means on 26 June 2020 at 14.30hrs to update the Board on COVID-19 related developments.


Fred Barry
Chairman