

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 9 September 2020
from 14.30 to 17.30
via electronic means**

Attendance (Board)

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

Attendance (Other)

David Gunning, Chief Officer
Phelim Devine, Project Director
Tom Concannon, Construction Director
Tom Morris, Commercial Director
Jim Farragher, Finance Officer
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

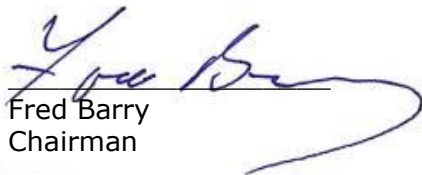
1.0	Quorum & Chairman
	<p>The Chairman noted that a quorum, being five Board Members, was present and the meeting proceeded to business.</p> <p>It was noted that all Board members and attendees at the meeting were participating electronically in order to comply with guidelines in response to the COVID-19 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 Chairman disclosed a conflict in relation to a proposal being put to the Board later in the meeting in respect of Jacobs Engineering Group ("Jacobs"). The Chairman advised he would remove himself from the decision making process by exiting the meeting whilst the Board considered this proposal. Another Board member highlighted that whilst they had been an employee of that company many years earlier, this did not represent a conflict in the context of the statutory instrument.</p> <p>The remaining 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 12 August 2020. IT WAS RESOLVED THAT the Minutes were approved for signature by the Chairman.</p>
3.1	Action Items Arising From Minutes
	<p>It was noted that all open actions had been closed.</p>
4.0	Chairperson's Update on Engagement with Stakeholders
	<p>The Board discussed the engagement that had taken place with stakeholders during the period, noting the outcome in relation to same. It was agreed that a briefing note setting out the up-to-date position on the Project would be prepared and shared with the stakeholders in due course.</p> <p>It was advised that CHI was currently undertaking an analysis in relation to the timeline for opening the NCH and this would be shared with the Board, once available.</p>
5.0	Chief Officer Report
	<p>The Board welcomed Mr Morris to his first Board meeting as Commercial Director. Mr Morris provided the Board with a detailed account of his background and credentials, along with his first impressions of the Project and his areas of focus.</p> <p>The Chief Officer Report was taken as read, and the priority items discussed in detail.</p> <p>It was advised that engagement continued with the Main Contractor and an overview of discussions held was noted.</p> <p>The Board was advised of the position with respect to the most recent programme submitted by the Main Contractor.</p> <p>The Board received an update on resources being applied to the Tallaght and NCH site. It</p>

	<p>was noted that, whilst the number of personnel on site in Tallaght was deemed sufficient for the activities as planned by the Contractor, such numbers were inadequate to meet the contractual dates. It was further noted that NCH resource levels were below plan and discussions were ongoing in that regard. It was noted that the Main Contractor had confirmed this was unrelated to COVID-19. Confirmation was provided that the position continued to be monitored, with weekly updates being provided to the Board.</p> <p><i>The Chairman left the meeting at this point and the Vice-Chair assumed this role.</i></p> <p>The remaining Board members received and considered a proposal in relation to the engagement of Jacobs. The intended scope, resources, timeline and cost for the engagement was discussed, along with potential means of optimising the engagement which, was suggested, could include input from Board members and members of the Executive. The Board considered procurement guidelines and noted that appointment of Jacobs would meet such requirements. It was agreed that the Chief Officer would consider further how to progress the matter.</p> <p><i>The Chairman re-joined the meeting and resumed the Chair.</i></p>
6.0	Finance
6.1	Financial Results August 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 August 2020.</p>
7.0	Governance Matters
7.1	Finance, Audit and Risk Sub-Committee
	<p>The Board received an update in relation to the Finance, Audit and Risk Sub-Committee meeting that had convened in advance of the Board meeting.</p> <p>An overview of governance items considered at the meeting was provided to the Board, which included the annual evaluation of the FAR sub-committee, various updates to the Corporate Governance Code Manual and an Internal Audit schedule.</p>
7.2	CQV Sub-Committee
	<p>The Board noted that no CQV Sub-Committee had taken place during the period.</p>
7.3	Design Sub-Committee
	<p>The Board received an update in relation to the Design Sub-Committee meeting convened earlier that day.</p> <p>A detailed account of items discussed was provided to the Board and it was noted that a further Sub-Committee meeting would be convened shortly to close out certain items.</p> <p>A Board member queried the position with respect to the amended Fire Certificate and confirmation was provided this had been agreed with the Fire Officer and was expected to issue the following week. Another Board member queried the position regarding the provision of C Sheets and it was advised that the matter remained open and assurances had been provided by the Design Team.</p>

7.4	Dispute Resolution Sub-Committee
	It was advised that the Dispute Resolution Sub-Committee had convened the preceding day. The Board received a detailed account of the up-to-date position with litigation and claims, and the position with respect to Conciliation was noted.
8.0	Any Other Business
	There being no further business, the meeting closed.

Next Meeting:

It was agreed by the Board that the next Board meeting be convened via electronic means on 14 October 2020 at 14.30hrs.


Fred Barry
Chairman