

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 9 December 2020
from 14.30 to 17.10
via electronic means**

Attendance (Board)

Fred Barry (Chairperson)
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
Richard Fitzpatrick, Director of Project Controls
Jim Farragher, Finance Officer
Norman Craig, Commercial Advisor
Elaine O'Rourke, Executive Support
Seamus Forde*, Equipment Project Manager
Bridget Gallagher, On behalf of HMP Secretarial
Limited – Board Secretary
Anthony Irvine, On behalf of HMP Secretarial
Limited – Board Secretary

**For part of the meeting*

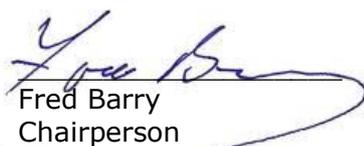
1.0	Quorum & Chairperson
	<p>The Chairperson noted that a quorum, being five Board Members, was present and the meeting proceeded to business.</p> <p>It was noted that all Board members and attendees at the meeting were participating electronically in order to comply with guidelines in response to the 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 11 November 2020 (the "Minutes"). IT WAS RESOLVED THAT the Minutes were approved for signature by the Chairperson.</p>
3.1	Action Items Arising From Minutes
	<p>It was noted that all open actions had been closed.</p>
4.0	Chief Officer Report
	<p>The Chief Officer Report was taken as read and the priority items discussed in detail.</p> <p>The Board received and discussed updates on litigation, conciliation and claims.</p> <p>A Board Member queried if there were any Brexit related concerns to bring to the attention of the Board. It was advised that Brexit continued to be discussed in detail at the relevant forums, with nothing of concern to highlight to the Board.</p> <p>The Board received communications and stakeholder updates, and was updated on a resourcing change within the Executive.</p> <p>The Board noted reporting enhancements made to the CO Report.</p>
4.1	Board Reporting
	<p>Seamus Forde joined the meeting and provided the Board with a detailed demonstration of an integrated reporting system and the data output which the Board and Executive would receive.</p> <p>The Board discussed the metrics generated by the system and provided feedback on how these might develop.</p> <p>The Board thanked Mr Forde for his presentation, and he left the meeting.</p>
4.2	Business & Operational Plan for 2021 (including Support Budget 2021)
	<p>It was advised that the Finance, Audit & Risk Committee ("FARC") had discussed and provided comments on a Business and Operational Plan for 2021, recommending same for</p>

	<p>Board approval subject to incorporation of such comments and subject to any additional comments from the Board. It was agreed that the Business and Operational Plan for 2021 would be tabled for the Board's approval at its January 2021 meeting.</p> <p>It was advised that the FARC had also reviewed and recommended for Board approval the 2021 Budget. Following review and consideration, IT WAS RESOLVED that the Budget for 2021 be approved by the Board.</p>
5.0	Executive Update to the Board
	<p>The Board discussed a draft Project Update to relevant stakeholders.</p> <p>Following consideration, IT WAS RESOLVED that the Executive be authorised to issue the Project Update to the relevant stakeholders. IT WAS AGREED that whilst there may be some minor, non-material changes made to the Project Update, the substantive points should remain unchanged. IT WAS FURTHER NOTED that should any significant material changes be proposed to the Project Update, these would come back to the Board for its consideration.</p>
6.0	Fire Compliance Report Update
	<p>The Board received a summary of a Fire Compliance report and appendices.</p> <p>Following discussion, IT WAS RESOLVED that the Executive be authorised to arrange an independent test (BS 8414-2 2020).</p> <p>[REDACTED]</p>
7.0	Finance
7.1	Financial Results November 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 November 2020.</p>
8.0	Governance Matters
8.1	Board Work Plan 2021
	<p>The Board reviewed a Work plan for 2021, and confirmed it had no comments in relation to same.</p>
8.2	Finance, Audit and Risk Sub-Committee ("FARC")
	<p>It was noted that the FARC had convened in advance of the Board meeting and a summary of items discussed was provided to the Board.</p> <p>In particular, it was noted that the FARC had received a risk update and details of a Risk Audit review. It was noted that comments had been provided in relation to the Business and Operational Plan for 2021 and budget, as discussed earlier in the meeting. It was also noted the FARC had reviewed the finance policy and finance registers.</p> <p>It was noted that the FARC had received an update in relation to the annual and triennial Board evaluations. Following discussion, IT WAS RESOLVED that the Board approve</p>

	<p>completing its annual self-evaluation before year end 2020 and the external evaluation in Q1 2021.</p> <p>In relation to the performance of the FARC, IT WAS RESOLVED that the FARC's terms of reference ("TORs") be approved and it was confirmed that the Board remained satisfied with the committee's performance.</p>
8.3	CQV Sub-Committee
	<p>The Board was advised the next meeting of the CQV Sub-Committee would be held in January 2021. Confirmation was provided to the Board that there were no changes to the CQV Sub-Committee TORs.</p> <p>In relation to the performance of the CQV Sub-Committee, IT WAS RESOLVED that its terms of reference be approved, and it was confirmed that the Board remained satisfied with the committee's performance.</p>
8.4	Design Sub-Committee
	<p>The Board noted the minutes of the previous Design Sub-Committee meeting held on 11 November 2020, together with updated TORs.</p> <p>Following consideration, IT WAS RESOLVED to approve and adopt the updated Terms of Reference for the Design Sub-Committee. The Board confirmed it remained satisfied with the performance of the Design Sub-Committee.</p>
8.5	Dispute Resolution Sub-Committee
	<p>It was advised that the Dispute Resolution Sub-Committee had not convened from the date of the last Board meeting.</p> <p>In relation to the performance of the Dispute Resolution Sub-Committee, IT WAS NOTED that its terms of reference ("TORs") had been approved by the Board at its last meeting and the Board was satisfied with the performance of the Dispute Resolution Sub-Committee.</p>
8.0	Any Other Business
	<p>Statutory Instrument No. 532 of 2020</p> <p>The Board was advised that during the period an instrument had been signed by the Minister designating the NPHDB as a state body for the purposes of holding remote meetings under Section 29 of the Civil Law and Criminal Law (Miscellaneous Provisions) Act 2020.</p> <p>There being no other business, the meeting concluded.</p>

Next Meeting:

It was agreed by the Board that the next Board meeting be convened via electronic means on 13 January 2021 at 14.30hrs.


 Fred Barry
 Chairperson