

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 10 November 2021  
From 14.30 to 17.30  
Via MS Teams**

**Attendance (Board)**

Fiona Ross (Chairperson)  
Tim Bouchier-Hayes (Vice Chairperson)  
John Cole  
Karl Kent  
Anne Butler  
Michael Shelly  
John McGowan  
Brian Keogh  
Michael Barry  
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  
██████████\*, Kroll  
Elaine O'Rourke, Executive Support  
Bridget Gallagher, On behalf of HMP Secretarial Limited – Board Secretary  
Eimear Nugent, On behalf of HMP Secretarial Limited – Board Secretary


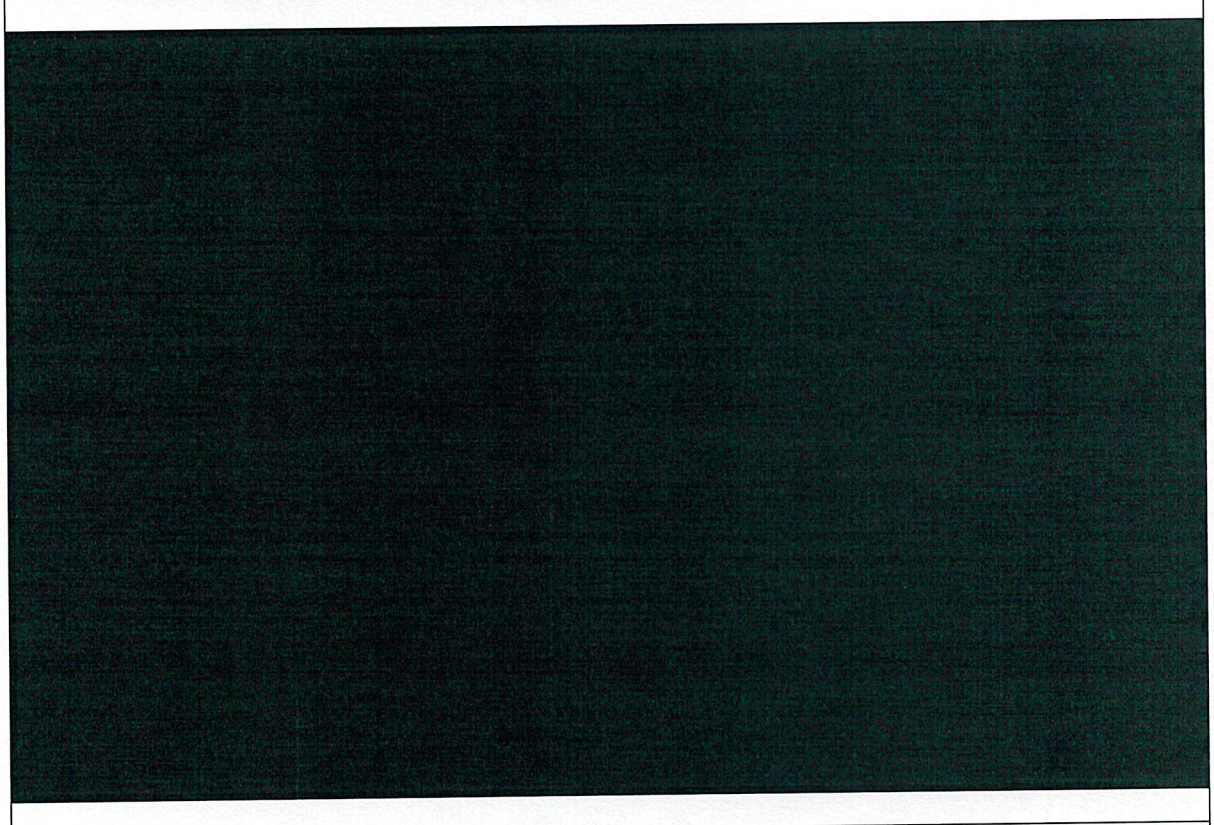
*\*For part of the meeting only*

<b>1.0</b>	<b>Quorum &amp; Chairperson</b>
	<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, in order to continue to comply with COVID-19 safety requirements, all Board Members and attendees were participating in the meeting electronically.</p>
<b>2.0</b>	<b>Declarations of Interest or Conflicts of Interest</b>
	<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>
<b>3.0</b>	<b>Previous Minutes</b>
	<p>The Board reviewed the minutes of the Board Meeting held on 13 October 2021 (the "Minutes").</p> <p><b>IT WAS RESOLVED THAT</b> the Minutes were approved for signature by the Chairperson.</p>
<b>3.1</b>	<b>Action Items</b>
	<p>It was noted that action items arising from the previous meeting had been closed.</p> <p>Further to a query from a Board Member in relation to the FAU, it was advised that it was intended to have draft tender documents available for March 2022 and the level of design in the Design/Build contract was yet to be agreed. It was clarified that the FAU was being led by the HSE and the NPHDB had a strong supporting role. The Board agreed that close monitoring of the position should continue.</p>
<b>4.0</b>	<b>Programme Presentation</b>
	<p>██████████ joined the meeting.</p> <p>A Programme Presentation was taken as read, and an update was provided to the Board by reference to the current progression of the Project. ██████████</p> <p>██████████ It was indicated that the Main Contractor confirmed that this date was achievable, however, there were a number of significant risks to delivery and these were discussed by the Board at length. It was also noted that the Programme did not take account of the potential for any further suspensions to onsite work due to COVID-19.</p> <p>The Board discussed the current level of resources on site and the increased manpower required to carry out the sequence of activities to achieve the Completion Date. The Board queried the availability of increased resources and noted gaps present within certain skillsets in the construction and management teams. A Board Member highlighted that the Programme and floor areas of the NCH facilitated numerous work fronts and zones, and this should be utilised for maximum efficiency.</p> <p>It was pointed out that in order to achieve the Completion Date, a commitment would be required from all parties and the Board endorsed the regular and transparent monitoring that was taking place.</p>



	<p>[REDACTED]</p> <p>[REDACTED] left the meeting.</p>
<b>5.0</b>	<b>Chief Officer Report</b>
	<p>The Chief Officer Report was taken as read and the priority items discussed in detail by reference to the Programme, Health and Safety, Quality, Design, Equipping, MEP and Commissioning, Risk, Commercial/Claims, OP&amp;UCC Tallaght, Communications and Stakeholder Engagement.</p> <p>The Chief Officer proceeded to update the Board in relation to engagement with key stakeholders and the Board welcomed key stakeholders having a better understanding of the developments with the Project. A summary of the key points from correspondence received was provided to the Board.</p> <p>The Board discussed and considered the risk dashboard, noting this would be discussed further later in the meeting.</p>
<b>5.1</b>	[REDACTED]
	[REDACTED]
<b>5.2</b>	<b>Update on Arson Incidents</b>
	<p>The Board was notified that no regulatory reportable incidents had been reported during October 2021.</p> <p>Detail in relation to an arson incident on site was provided to the Board. It was advised that the Main Contractor had implemented a large number of recommendations made by various parties, and the installation of cameras and the enhanced identification measures for workers had positively impacted the reduction of incidents.</p> <p>It was noted that the Executive would continue to encourage the Main Contractor's careful management of health and safety onsite.</p>
<b>5.3</b>	<b>Design/Design Team Update</b>
	<p>The Board was presented with an update on Design.</p> <p>[REDACTED]</p> <p>The Board was reminded of fire test that had been completed to provide assurance of the compliance with the new regulations.</p> <p>It was advised that the test and classification reports had now been finalised and the Board noted in particular that the performance criteria set in Annex B of BR135:2013 had been met and therefore compliance had been re-confirmed.</p>



	<p>It was highlighted to the Board that, in addition to testing the systems, in light of lessons learned at other buildings not related to the Project, implementation of the work was also being inspected to ensure proper implementation on site.</p> <p>It was confirmed that the relevant confirmation providing comfort to the Board was having met the performance criteria set out in Annex B of BR135:2013. It was advised that a presentation from the Executive summarising the position would be uploaded as part of the Board papers for the Board's records. (<b>AP148</b>)</p>
<b>5.4</b>	
	
<b>5.5</b>	<p><b>Risk Update on Implementation of Arcadis Recommendations</b></p>
	<p>The Board received an update on the top 5 most significant risks to the Project.</p> <p>It was advised that work was underway to adapt recommendations made by Arcadis, which would involve considering further how risks and their mitigating actions were defined. Noting the Board's recent discussions on how certain risks were being captured, it was agreed that the exercise was timely. An overview of how the recommendations would be implemented was provided, and this was noted by the Board.</p>
<b>6.0</b>	<p><b>Finance</b></p>
<b>6.1</b>	<p><b>Financial Results October 2021</b></p>
	<p>The Board received a commentary of expenditure, payments, POs and Year to Date HSE cash receipts.</p> <p>The Board noted the Financial Results for October 2021.</p>




<b>7.0</b>	<b>Governance Matters</b>
<b>7.1</b>	<b>Finance, Audit and Risk Sub-Committee ("FARSC")</b>
	<p>It was noted that the FARSC had convened in advance of the Board meeting and a summary of items discussed was provided.</p> <p>In particular, it was advised that the top 5 risks and the Arcadis recommendations had been discussed and it was intended to engage the Board to comprehensively discuss the top 5 risks at the January 2022 Board meeting. (AP149)</p> <p>The Board received an update in relation to the 2020 Annual Accounts and engagement with C&amp;AG.</p> <p>It was also noted that annual review items were currently underway and, in particular, that a questionnaire in relation to the Board's self-evaluation (as required under the State Code) was being finalised and would be circulated in due course. (AP150)</p>
<b>7.2</b>	<b>2020 Annual Accounts</b>
	<p>The Board discussed the 2020 Annual Accounts.</p> <p style="background-color: black; color: black;">[REDACTED]</p> <p>Following consideration, and noting recommendation from the FARSC, <b>IT WAS RESOLVED</b> that the 2020 Annual Accounts be approved in principle, and that the Chairperson and Chairperson of the FARSC be authorised to approve any non-material amendments on behalf of the Board, and sign same.</p>
<b>7.3</b>	<b>CQV Sub-Committee</b>
	<p>The Board was advised that the CQV Sub-Committee had not met since the time of the last Board meeting. It was indicated that a draft programme for commissioning had been received and this would be discussed at its next meeting.</p>
<b>7.4</b>	<b>Design Sub-Committee</b>
	<p>The Board was advised that the next meeting of the Design Sub-Committee was in December 2021.</p> <p>An overview of the matters to be discussed was provided, including progressing a digital art strategy [REDACTED]</p> <p>The Board was advised that the role of the Design Sub-Committee had been considered and that it was proposed meetings only be held on an ad hoc basis going forward. The Board noted the immense value of the Design Sub-Committee and agreed it was appropriate to have the committee meet on an ad hoc basis as needed.</p>
<b>7.5</b>	<b>Dispute Resolution Sub-Committee</b>
	<p>The Board noted the most current position in relation to disputes and that the next meeting of the Dispute Resolution Sub-Committee would take place in December 2021.</p>

<b>8.0</b>	<b>AOB</b>
<b>8.1</b>	<b>Final Efectis Reports</b>
	The Board noted that the final Efectis Reports had been discussed at length during the Design/Design Team Update and the contents were duly noted.

**Next Meeting:**

It was agreed by the Board that the next Board meeting be convened on Wednesday, 08 December 2021 at 14.30hrs.



Chairperson