

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 12 January 2022
From 14.30 to 17.10
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 Morris, Commercial Director
Tom Concannon, Construction Director
Richard Fitzpatrick, Director of Project Controls
Jim Farragher, Finance Officer
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
Denise Cronin, Member of the Finance, Audit and Risk Sub-Committee*
██████████ Arcadis*

**For part of the meeting only*

0.0	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, in order to continue to comply with COVID-19 safety requirements, all Board Members and attendees were participating in the meeting electronically.</p>
1.0	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>
2.0	Previous Minutes
2.1	Minutes of Board Meeting 08 December 2021
	<p>The Board reviewed the minutes of the Board Meeting held on 08 December 2021 (the "Minutes").</p> <p>IT WAS RESOLVED THAT the Minutes were approved for signature by the Chairperson.</p>
3.0	Action Items
3.1	Actions Arising from Board Meeting on 08 December 2021
	<p>The Board received an update in relation to action items arising from the previous meeting.</p> <p>It was confirmed that updated terms of reference for the combined Design and CQV Sub-Committees would be presented to the Board for approval in due course, and that AP151 could be closed.</p> <p>It was highlighted that work was ongoing with Governance Ireland in relation to the skills required in respect of the forthcoming Board recruitment, the optimum sub-committee structure and Board priorities for 2022. It was advised that the Board would receive documentation following the meeting to progress this work, and it was agreed AP152 could be closed.</p>
4.0	Chief Officer Report
	<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&UCC Tallaght, Communications and Stakeholder Engagement.</p> <p>It was highlighted that the final accounts for the satellites, Connolly and Tallaght, had been agreed with BAM on 23 December 2021, and this would be discussed further later in the meeting.</p> <p>The Board was advised of a quality control issue arising between BAM and Kingspan in relation to non-compliant board having been delivered and installed in an area of the building. It was advised that investigations of the matter, including its implications, were ongoing and the viability of three options were being assessed.</p>

A Board Member queried if it was possible the same non-compliant board had been used in other areas of the building and it was advised that this would be confirmed. **(AP153)** It was advised that the ER was also seeking confirmation from the Main Contractor what steps would be taken to prevent a reoccurrence of the issue.

A Board Member queried whether replacing the board would impact the programme. It was advised that, whilst it was not expected to impact the critical path, this would be confirmed as part of the ongoing discussions. **(AP154)**

It was clarified that remediation of the issue, including any commercial considerations, was a matter for the Main Contractor where they were contracted to the NPHDB to provide the contracted materials.

The Board referred to tragedies involving buildings in other jurisdictions where non-compliant materials were used, and indicated the Main Contractor needed to replace the non-compliant material with material that met standards.

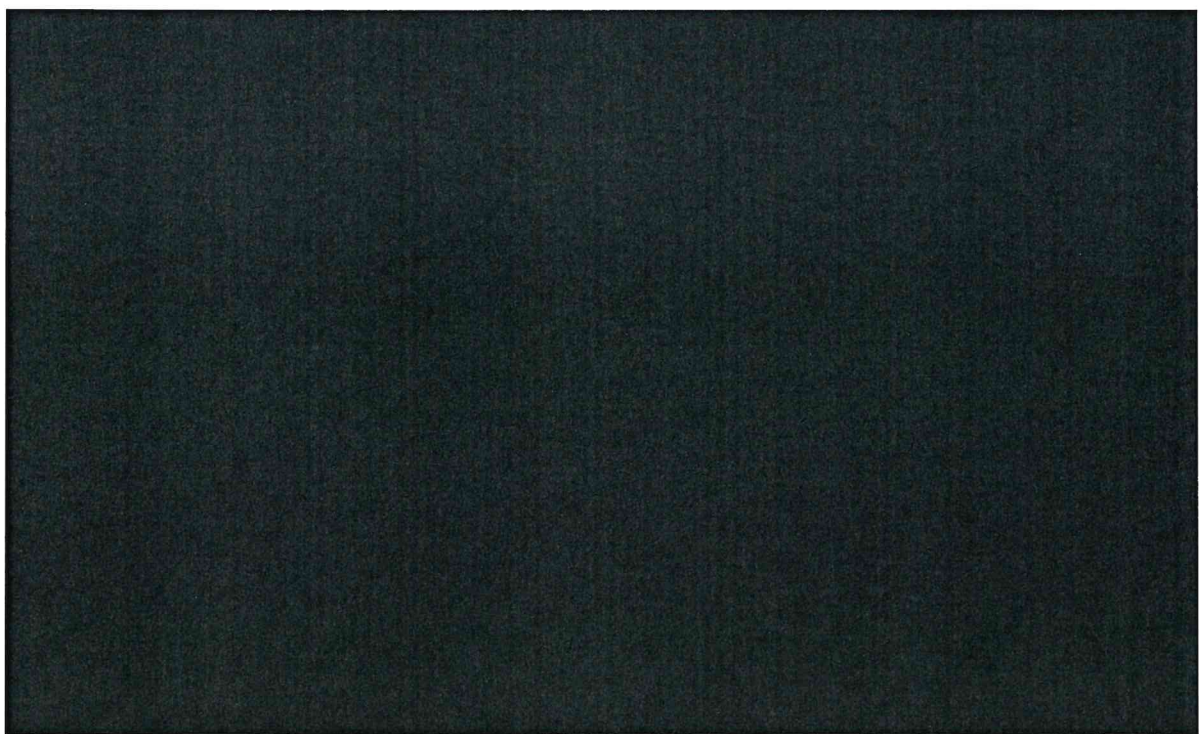
Separately, it was advised that work was ongoing in relation to obtaining clarity on NPHDB governance arrangements, and an update would be shared with the Board when available.

A Board Member sought an update in relation to the Family Accommodation Unit. An overview of the current matters being clarified was provided and it was confirmed that NPHDB could not proceed any further without a formal instruction, which was being awaited.

The Board discussed the position in relation to health and safety, the car park and delays with steel. It was confirmed that the CO Report would be updated with KPIs for the period. **(AP155)**



4.1



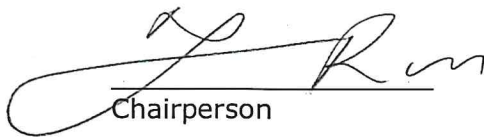
5.0	Finance
5.1	Financial Results December 2021
	<p>The Board received a commentary of expenditure, payments, POs and Year to Date HSE cash receipts.</p> <p>The Board noted the Financial Results for December 2021.</p> <p>It was confirmed that the 2020 Annual Accounts had been provided to key stakeholders within the required timelines.</p>
6.0	Governance Matters
6.1	Satellite Final Account Sign Off and Purchase Order
	<p>The Board received detail in relation to the satellite net PO, representing the full and final settlement agreement of the satellite contract final account values between the Main Contractor and NPHDB ("the Final Account Agreement for Tallaght and Connolly OP & UCC").</p> <p>It was confirmed analysis of figures would be circulated to the Board. (AP156)</p> <p>Following consideration, IT WAS RESOLVED to approve the Final Account Agreement for Tallaght and Connolly OP & UCC.</p> <p>The Board acknowledged and commended the Executive having achieved this milestone.</p>
6.2	Finance, Audit and Risk Sub-Committee ("FARSC")
	<p>It was advised that the FARSC had not convened since the time of the last Board meeting.</p>
6.3	CQV Sub-Committee
	<p>An update was provided to the Board in relation to the CQV Sub-Committee meeting held in advance of the Board meeting.</p> <p>It was advised that the Sub-Committee's current focus continued to be on the Commissioning Programme and a presentation on operational aspects had been provided at the meeting.</p> <p>The Board noted that the Sub-Committee would request updates on the workshops to take place with the commissioning teams in order to track progress.</p>
6.4	Design Sub-Committee
	<p>The Board was advised that the Design Sub-Committee had not convened since the last Board meeting.</p> <p>In response to a query from a Board member, the experience and credentials of the new Design team Lead was provided.</p> <p>A Board member enquired if it was intended for the Design Team lead to be full time on site and it was advised that whilst regular site visits would take place, it was not expected they would be full time on site.</p>

6.5	Dispute Resolution Sub-Committee
	The Board was advised that the Dispute Sub-Committee had not convened since the last Board meeting.
7.0	Risk Workshop (Facilitated by Arcadis)
7.1	Introduction
	<p><i>Ms Cronin (member of FARSC) and [REDACTED] (Arcadis) joined the meeting.</i></p> <p>The meeting was reminded of the risk management arrangements that are in place on the project and the work being undertaken with the support of Arcadis. It was noted that the purpose of the exercise was to take a wider top down view of risks on the NCH project and ensure their alignment with the current project risk register.</p> <p>It was confirmed that this exercise would be undertaken periodically with the Board.</p>
7.2	Review of Board Feedback on Risk
	<p>It was noted that the Board had provided feedback to Arcadis in relation to its view of the Project's key and common risk themes.</p> <p>The Board discussed such feedback by reference to various risk categories associated with delivering the project.</p> <p>A discussion ensued in relation to the appropriateness of what project risks ought to be included on the NPHDB risk register. It was noted that the responsibility for some risks were interconnected between NPHDB and CHI and others sat exclusively with CHI. The Board agreed it was important in any case to have clarity on the risk items each party was responsible for and to ensure clear communication took place with the CHI in that regard.</p> <p>It was advised that the key risks and themes articulated would be mapped against the risk register in place on the project. It was also confirmed that such risks would further be categorised by the party responsible for same (e.g. Dept. of Health, HSE or CHI) and identify where there was a shared responsibility with NPHDB.</p>
7.3	Next Steps/Actions
	<p>[REDACTED] advised that output from the meeting would be discussed with the Executive to identify what risks were aligned with the risk register and any appropriate amendments or updates required would be addressed.</p> <p>It was confirmed that following this review by the Executive, an update would be provided to the Board at the next meeting. (AP157)</p> <p>The Board extended their gratitude to Mr Ledwich and Ms Cronin for participating in the meeting and agreed the value of the exercise in obtaining different perspectives and opinions.</p> <p><i>Ms Cronin and [REDACTED] left the meeting.</i></p>
8.0	Any Other Business
8.1	NPHDB Business and Operations Plan 2021
	The Board noted and took as read a status report in relation to the NPHDB 2021 Business and Operations Plan.

It was highlighted that the Business and Operations Plan for 2022 would be discussed at the next meeting and include the main priority areas for the coming year. (AP158) It was confirmed that this would feed in with the work being completed with Governance Ireland.

Next Meeting:

It was agreed by the Board that the next Board meeting be convened on Wednesday, 09 February 2022 at 14.30hrs.


Chairperson