

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 13 July 2022**

**From 14.30 to 17.00**

**At NCH Boardroom, La Touche House, IFSC, Dublin 1**

**Attendance (Board)**

Fiona Ross (Chairperson)  
Tim Bouchier-Hayes (Vice-Chairperson)  
John McGowan  
Brian Keogh  
Anne Butler\*  
Karl Kent\*  
Michael Barry\*  
John Cole\*  
Liam Woods\*

**Attendance (Other)**

David Gunning, Chief Officer  
Tom Morris, Commercial Director\*  
Tom Concannon, Construction Director\*\*  
Jim Farragher, Finance Officer\*\*  
Ed McIntyre, M&E and Commissioning  
Director\* \*\*  
Elaine O'Rourke, Executive Support  
Bridget Gallagher, On behalf of HMP  
Secretarial Limited – Board Secretary  
Caitlin McNamara, On behalf of HMP  
Secretarial Limited – Board Secretary

**Apologies:**

Michael Shelly

*\*via MS Teams*

*\*\*part of the meeting only*

<b>0.0</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>Apologies were noted from Michael Shelly.</p> <p>An update in relation to the appointment of additional members to the Board was provided.</p>
<b>1.0</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>2.0</b>	<b>Previous Minutes</b>
<b>2.1</b>	<b>Minutes of the Board Meeting on 08 June 2022</b>
	<p>The Board reviewed the minutes of the Board Meeting held on 08 June 2022 (the "June Minutes").</p> <p><b>IT WAS RESOLVED THAT</b> the June Minutes were approved for signature by the Chairperson.</p>
<b>3.0</b>	<b>Matters Arising</b>
<b>3.1</b>	<b>Actions Arising from the 11 May 2022 Board Meeting</b>
	<p>The Board received an update on action items arising from the 11 May 2022 Board meeting.</p> <p>It was noted that AP162 was now closed and it was expected that AP164 would be closed at the September 2022 Board meeting.</p>
<b>4.0</b>	<b>Chief Officer Report</b>
	<p>The Chief Officer Report was taken as read and the priority items discussed by reference to the Programme; Construction Updates; Risk; Commercial/Claims; Communications; and Stakeholder Engagement.</p> <p>A detailed update was provided to the Board in respect of engagement with the Main Contractor.</p> <p>The Board received an update on the PAC meeting held on 16 June 2022 and discussed a number of items requiring clarification therefrom. The Board and Executive re-affirmed its ongoing commitment to assisting the PAC.</p> <p>The Board received a summary of the site visits that had taken place over the last month and those that were due to occur in the coming months.</p> <p>The Board noted an update in relation to conciliation.</p> <p>A Board Member noted the usefulness of applying a classification system to NCRs. It was noted that an action has been initiated at the CQV Committee for the Project Director to progress this.</p>

<b>4.1</b>	<b>NPHDB Group 2a Equipping Project</b>
	<p>The Board received an update on the NPHDB Group 2a equipping project.</p> <p>A summary of the procurements in progress were relayed to the Board.</p> <p>It was requested that, in order to progress the procurement of certain equipment as had been indicated to the Board, the Chief Officer be authorised to progress and complete such procurements. The framework for the procurements was noted and that they were fully compliant with the relevant Directives.</p> <p>Following consideration, <b>IT WAS RESOLVED THAT</b> the Chief Officer be authorised to progress and complete the discussed procurements.</p>
<b>5.0</b>	<b>Finance</b>
<b>5.1</b>	<b>Financial Results June 2022</b>
	The financial results in respect of June 2022 were noted and discussed by the Board.
<b>5.2</b>	
<b>6.0</b>	<b>Governance Matters</b>
<b>6.1</b>	<b>Finance, Audit and Risk Sub-Committee ("FARSC")</b>
	<p>The Board was advised the FARSC had last met in June 2022 and was updated on the following items:</p> <p><b>(i) Risk Management Policy</b></p> <p>The Board was referred to a Risk Management Policy which, following a recommendation from Arcadis, had been amended and rationalised into a separate document from other risk documents.</p> <p>It was confirmed that there were no material amendments to bring to the attention of the Board, and the FARSC was recommending the Board approve same.</p> <p>Following consideration, <b>IT WAS RESOLVED THAT</b> the Risk Management Policy be approved.</p> <p><b>(ii) Statement of Internal Controls</b></p> <p>It was noted that the FARSC had carried out its annual review of the internal control systems, further to which it was confirmed that the FARSC was satisfied with the effectiveness of internal control systems for the relevant period under review as far as could reasonably be determined.</p>

	Following consideration, <b>IT WAS RESOLVED</b> that the Board approve the statement of internal controls.
<b>6.2</b>	<b>CQV Sub-Committee</b>
	The Board received an update on matters discussed at the CQV meeting which had taken place that morning. It was noted that a number of important issues were discussed in detail.
<b>6.3</b>	<b>Design Sub-Committee</b>
	It was noted that the Design Sub-Committee would next meet in August 2022 and the Board had been briefed of matters arising at the prior meeting.
<b>6.4</b>	<b>Dispute Resolution Sub-Committee</b>
	The Board received an update on items discussed at the most recent Dispute Resolution Sub-Committee meeting.
<b>7.0</b>	<b>Closed Session of Board</b>
	[REDACTED]
<b>7.1</b>	
<b>7.2</b>	
<b>8.0</b>	<b>AOB</b>
	There being no further business, the meeting was brought to a close.

**Next Meeting:**

It was agreed by the Board that the next Board meeting be convened on Wednesday, 14 September 2022 at 14.30hrs.

  
Chairperson