

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 08 June 2022  
From 14.30 to 17.00  
Via MS Teams**

**Attendance (Board)**

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

**Attendance (Other)**

David Gunning, Chief Officer  
Phelim Devine, Project Director  
Tom Morris, Commercial Director  
Tom Concannon, Construction Director\*  
Jim Farragher, Finance Officer\*  
Richard Fitzpatrick, Director of Project Controls\*  
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:**


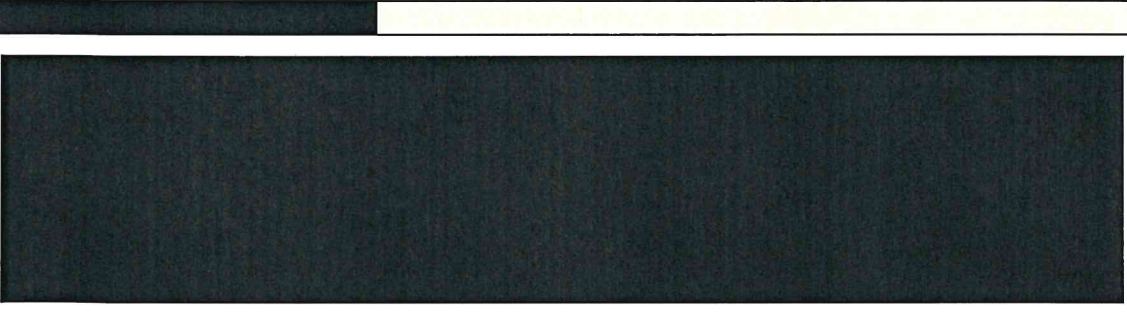
Karl Kent

\*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 Karl Kent.</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 11 May 2022</b>
	<p>The Board reviewed the minutes of the Board Meeting held on 11 May 2022 (the "<b>May Minutes</b>").</p> <p><b>IT WAS RESOLVED THAT</b> the May 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 Board Meeting on 11 May 2022</b>
	<p>The Board received an update on action items arising from the meeting held on 11 May 2022.</p> <p>It was noted that AP163 and AP165 were now closed. It was agreed that AP162 and AP164 would remain marked as open, and were expected to close shortly.</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>An update was provided to the Board in respect of engagement with the Main Contractor.</p> <p>The Board was advised of organisational and structural changes during the period in relation to the Design Team and the Main Contractor.</p> <p>The Board received an update on Cyber Security and was advised of how requirements under the Public Sector Security baseline Standards, published in November 2021, were being met.</p> <p>The Board was referred to recent regulatory findings in the UK in the context of audit activities performed within the construction sector. The findings were noted by the Board.</p> <p>An update on Design Team performance was provided, and discussions ongoing in that regard were noted.</p>

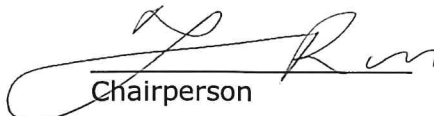
	<p>An update was provided to the Board in relation to waterproofing the building.</p> <p>A summary of scheduled site visits was relayed to the Board and it was noted the Minister was due to visit that month.</p>
<b>4.1</b>	<b>Mapping of Board Risks with Project Risk Register</b>
	<p>The Board was referred to the risk management exercise it undertook earlier in the year which identified key risks and issues affecting the project from a top down perspective. A detailed account of the outcome of that exercise was provided. It was confirmed that the output had now been mapped against and aligned with the project risk register and this exercise was now complete.</p> <p>The Board was reminded of Arcadis' findings following their independent review towards the latter part of 2021, which confirmed that the NPHDB had a robust risk management process and framework in place.</p> <p>A summary of updates made to the NPHDB Risk Management Statement and NPHDB Risk Appetite Statement was provided to the Board. It was noted that both items had been recommended for Board approval by the Finance, Audit and Risk Sub-Committee. Following review and due consideration, <b>IT WAS RESOLVED THAT</b> the NPHDB Risk Management Statement and NPHDB Risk Appetite Statement be approved.</p> <p>It was noted that, on the basis of such approval, the NPHDB Risk Management Policy would now be updated.</p>
<b>5.0</b>	<b>Finance</b>
<b>5.1</b>	<b>Financial Results May 2022</b>
	<p>The financial results in respect of May 2022 were noted and discussed by the Board.</p>
<b>6.0</b>	<b>Governance Matters</b>
<b>6.1</b>	<b>Finance, Audit &amp; Risk Sub-Committee</b>
	<p>It was confirmed that the Finance, Audit and Risk Sub-Committee had met on 01 June, and a summary of the meeting was provided to the Board.</p> <p>The Board noted, in particular, updates in relation to the NPHDB's 2021 statutory accounts, upcoming C&amp;AG audits and the statement on internal controls.</p> <p>It was advised that the FARSC had reviewed minor proposed amendments to the NPHDB Code of Governance Manual as part of its annual review and an overview of same was provided. <b>IT WAS RESOLVED</b> that the updated NPHDB Code of Governance Manual be approved.</p>
<b>6.2</b>	<b>CQV Sub-Committee</b>
	<p>It was noted that the CQV Sub-Committee would meet the following month and there were no items to highlight to the Board.</p>
<b>6.3</b>	<b>Design Sub-Committee</b>
	<p>An update was provided from the Design Sub-Committee meeting which was held earlier that day and topics of discussion were noted.</p>



	The Board was advised of potential changes to the composition of the Design Sub-Committee, and it was noted that new Board Members may also be considered for membership of this sub-committee.
<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>
	
<b>8.0</b>	
<b>9.0</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, 13 July 2022 at 14.30hrs.

  
Chairperson