

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

Minutes of the NPHDB Board Meeting held on Wednesday, 14 September 2022

From 14.30 to 17.15

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

Attendance (Board)

Fiona Ross (Chairperson)
Tim Bouchier-Hayes (Vice-Chairperson)
John McGowan
Brian Keogh
Michael Shelly
Karl Kent
Michael Barry
John Cole*
Alan Seabourne
Derek Moran
Alex White

Attendance (Other)

David Gunning, Chief Officer
Tom Morris, Commercial Director
Phelim Devine, Project Director
Tom Concannon, Construction Director**
Jim Farragher, Finance Officer**
Richard Fitzpatrick, Director of Project Controls***
Elaine O'Rourke, Executive Support
Ray Hunt, On behalf of HMP Secretarial Limited – Board Secretary
Caitlin McNamara, On behalf of HMP Secretarial Limited – Board Secretary

Apologies:


Anne Butler
Liam Woods

**via MS Teams*

***part of the meeting only*

****via MS teams and 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>Apologies were noted from Anne Butler and Liam Woods.</p> <p>The Chairperson noted the addition of three new members and welcomed them to the Board.</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 the Board Meeting on 13 July 2022
	<p>The Board reviewed the minutes of the Board Meeting held on 13 July 2022 (the "July Minutes").</p> <p>IT WAS RESOLVED THAT the July Minutes were approved for signature by the Chairperson.</p>
3.0	Matters Arising
3.1	Actions Arising from the 13 July 2022 Board Meeting
	<p>The Board received an update on action items arising from the 13 July 2022 Board meeting.</p> <p>It was noted that AP164 would be closed following a presentation to the Board later in this meeting.</p>
4.0	Chief Officer Report
	<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>The Board received an update in relation to engagement with the Main Contractor.</p> <p>The Chief Officer provided the Board with a summary of progress in relation to construction, and status in relation to programme.</p> <div data-bbox="267 1669 1409 1858" style="background-color: black; height: 90px; width: 100%;"></div> <div data-bbox="267 1869 1409 1963" style="background-color: black; height: 45px; width: 100%;"></div> <p>An overview was provided in relation to ongoing engagement with the design team, including a summary of the status of this process.</p>

	<p>The Board received an update on health and safety and health and safety resourcing on site.</p>
4.1	Update on Artwork
	<p>The Board received a presentation on the artwork to be incorporated into the hospital.</p> <p>It was confirmed that following a competition, seven artists had been chosen to have their work commissioned for this purpose.</p> <p>The Project Director detailed the larger pieces of art to be included on site, informing the Board of the design of each piece and where it will be located.</p> <p>The Board acknowledged that much of the art will be interactive, noting the design and features of the artwork.</p> <p>The Board noted the contribution made by NPHDB to the artwork project and an overview of the next steps in relation to same was provided.</p>
4.2	Engagement with Design Team
	
4.3	Update on Progress with Family Accommodation Unit
	<p>The Board received an overview and background to the role and purpose of the Family Accommodation Unit ("FAU")</p> <p>The Board was reminded of engagement with stakeholders in respect of the FAU to date, and the Board was updated in relation to the NPHDB role with regard to the FAU.</p> <p>A summary of next steps, budget, and expected timeline for the construction and completion of the FAU was provided to the Board.</p>
5.0	Finance
5.1	Financial Results July 2022
	<p>The financial results in respect of July and August 2022 were noted and discussed by the Board.</p> <p>The Chairperson informed the Board that the Finance Officer would be retiring at the end of 2022. The Board noted and acknowledged that the Finance Officer had been working on the project since 2008 and extended their thanks to him for his contribution to the project.</p> <p>On behalf of the Finance, Audit and Risk Sub-Committee, the Chairperson of the Committee also extended their thanks to the Finance Officer for his support to this Committee in undertaking their work. It was confirmed to the Board that the recruitment of a replacement Finance Officer would commence in due course.</p>

6.0	Governance Matters
6.1	Finance, Audit and Risk Sub-Committee ("FARSC")
	<p>The Board were updated on the proceedings at the most recent FARSC meeting.</p> <p>An overview was provided to the Board of the recent engagement with the Comptroller & Auditor General and an outline of the matters discussed was noted by the Board, including an update regarding the status of the 2021 Audit.</p> <p>The Board noted that the FARSC had received a draft report from the internal auditors in relation to their review of internal controls, and a synopsis of engagement with the internal auditors in respect of same was provided.</p> <p>An update was provided in relation to the review by the FARSC of the risk report, selected policies, and resourcing.</p>
6.2	CQV Sub-Committee
	<p>It was noted that the next CQV meeting would be held on 12 October and an update would be provided to the Board following that meeting.</p>
6.3	Design Sub-Committee
	<p>The Board received an update on the items discussed at the most recent Design Sub-Committee meeting which was held on 14 September 2022. The Board were briefed in relation to recent membership changes on the Committee.</p>
6.4	Dispute Resolution Sub-Committee
	<p>The Board was provided with an update on the discussion which took place at the most recent dispute resolution sub-committee meeting held on Monday 12 September 2022.</p>
6.5	2021 Board Evaluation
	<p>It was noted that in accordance with the Code of Practice for the Governance of State Bodies and the Code of Governance Manual for the NPHDB the Board had undertaken an annual self-evaluation in 2021.</p> <p>The Chairperson provided the Board with an overview of the results of the annual self-evaluation, noting that the response from this indicated overall satisfaction with the performance of the Board in carrying out its duties. An update of ongoing actions in response to matters identified therein was outlined by the Chairperson.</p> <p>The Board noted the update and the actions ongoing.</p>
7.0	Closed Session of Board
7.1	

7.2	
8.0	AOB
	<p>The Board noted that the Landlord advised that the NPHDB could return to its Herberton offices during November 2022.</p> <p>There being no further business, the meeting was brought to a close.</p>

Next Meeting:

It was agreed by the Board that the next Board meeting be convened on 12 October 2022.


Chairperson