

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 14 December 2022
From 14.30 to 17.00**

At NCH Boardroom, La Touche House, IFSC, Dublin 1 and via MS Teams

Attendance (Board)

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

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*
Ed Vernon, Design Director*
██████████ Kroll*
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:

John McGowan
Liam Woods

**part of the meeting only*

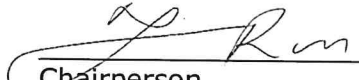
0.0	Quorum & Chairperson
	The Chairperson noted that a quorum, being five Board Members, was present and the meeting proceeded to business.
1.0	Declarations of Interest or Conflicts of Interest
	In accordance with Section 19 of Statutory Instrument 246/2017, the Board Members confirmed that there were no new declarations of interest or conflicts of interest to be disclosed.
2.0	Previous Minutes
2.1	Minutes of the Board Meeting on 09 November 2022
	The Board reviewed the minutes of the Board Meeting held on 09 November 2022 (the " November Minutes "). IT WAS RESOLVED THAT the November Minutes were approved for signature by the Chairperson.
3.0	Matters Arising
3.1	Actions Arising from the 09 November 2022 Board Meeting
	The Board received an update on the action arising from the 09 November 2022 Board Meeting. Following discussion, it was confirmed that this action was now closed.
4.0	Chief Officer Report
	The Chief Officer Report was noted and the priority items discussed by reference to the Programme; Construction Updates; Risk; Commercial/Claims; Communications; and Stakeholder Engagement. The Board received an update on the ongoing engagement taking place with the Main Contractor. It was noted that there had been no reportable health and safety incidents on site for November 2022. The Board was advised of the stakeholder engagement that had taken place during the period. The Board received a summary of prior and upcoming site visits, noting in particular the positive feedback from visits by An Taoiseach, the Minister for Health and the Acting CEO of the HSE on 17 November 2022. The Board extended its thanks to the Executive and communications team for coordinating the visits. The Board was informed that the annual Occupational Health & Safety awards had taken place on 11 November 2022 and the Main Contractor had been awarded an Exceptional High Achiever Award and a Higher Distinction in respect of the project.
4.1	Critical Path Analysis
	██████████ <i>joined the meeting.</i> The Board received a presentation relating to the NCH Project's critical path.

	<p>The Board discussed and considered the analysis presented and agreed the presentation was very useful. It was noted that the information would be considered at the Dispute Resolution Sub-Committee.</p> <p>██████████ left the meeting.</p>
5.0	Finance
5.1	Financial Results November 2022
	<p>The financial results in respect of November 2022 were noted and discussed by the Board.</p>
5.2	Budget 2023
	<p>The Board discussed the 2023 budget. It was confirmed that the Finance, Audit and Risk Sub-Committee had reviewed the budget and was recommending same for Board approval.</p> <p>IT WAS RESOLVED to approve the 2023 budget.</p>
6.0	Governance Matters
6.1	Finance, Audit and Risk Sub-Committee ("FARSC")
	<p>An update on matters discussed at the most recent FARSC meeting was provided, including the draft 2021 annual accounts; the status of the C&AG audit; risk register; and results from an internal audit of IT and security.</p> <p>It was noted that the annual Board self-evaluation was due to be completed before year end.</p> <p>The Board received an update on finance and accounting resources and, noting the Finance Officer's upcoming retirement, extended their thanks for his extensive contribution to the project.</p>
6.2	Draft 2021 Annual Accounts
	<p>The Board reviewed and discussed the draft 2021 annual accounts, noting these were being recommended for approval by the FARSC.</p> <p>IT WAS RESOLVED that the 2021 Annual Accounts be approved, and that the Chairperson of the Board, and Chairperson of the FARSC, be authorised to approve any non-material amendments on behalf of the Board.</p>
6.2	CQV Sub-Committee
	<p>The Board was advised that the next meeting date of the CQV Sub-Committee was to be confirmed. It was noted that a CQV Sub Committee workshop took place to review the Soft Landings requirements and procedures and to review the commissioning PEP and programme.</p>
6.3	Design Sub-Committee
	<p>The Board was advised that the Design Sub-Committee had not met since the last Board meeting.</p>

6.4	Dispute Resolution Sub-Committee
	<p>The Board discussed the most up-to-date position in relation to dispute resolution.</p> <p>It was noted that the Dispute Resolution Sub-Committee was due to meet again in January 2023.</p>
6.5	New Bank Signatures
	<p>The Board discussed proposed resolutions in relation to bank signatories.</p> <p>IT WAS RESOLVED that Ronan Traynor be appointed as an additional authorised bank account signatory on behalf of the NPHDB with effect from 1 January 2023.</p> <p>IT WAS FURTHER RESOLVED that the appropriate updated bank mandate be completed to reflect the revised authorised bank account signatory details, and the Interim Finance Officer was authorised to arrange accordingly on behalf of the NPHDB.</p>
6.6	O'Reilly Avenue Remediation Works Contract
	<p>The Board discussed and considered the O'Reilly Avenue Remediation Works Contract, further to which IT WAS RESOLVED to approve same.</p>
6.7	Board Meetings 2023 and Update on Committees
	<p>It was advised that amendments to the 2023 Board meeting dates were being considered and an update on same, along with the structure of Committees, would be provided to the Board in due course.</p>
6.8	Updated Risk Management Framework
	<p>The Board was provided with a commentary of updates made to the Risk Management Framework.</p> <p>Following consideration, IT WAS RESOLVED to approve the updated Risk Management Framework.</p>
6.9	2023 Business and Operational Plan
	<p>The key strategic objectives for the Business and Operational Plan 2023 were presented to the Board. It was noted that once the plan had been finalised, it would be shared with the Board.</p> <p><i>Jim Farragher, Tom Concannon, Ed Vernon and Richard Fitzpatrick left the meeting.</i></p>
7.0	Closed Session
7.1	
7.2	

8.0	AOB
	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, 08 February 2023 at 14.30hrs.


Chairperson