

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 10 May 2023
From 14.30 to 17.00**

**At NCH Boardroom, 31 James's Walk, Rialto, Dublin 8, D08 E191 and via MS
Teams**

Attendance (Board)

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

Attendance (Other)

David Gunning, Chief Officer
Tom Morris, Commercial Director
Phelim Devine, Project Director
Richard Fitzpatrick, Director of Project
Controls*
Ed Vernon, Design Director*
Ed McIntyre, M&E and Commissioning
Director*
Ronan Traynor, Finance Officer*
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:

Liam Woods

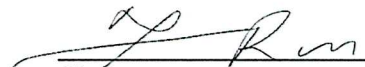
**part of the meeting only*

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 08 March 2023
	The Board reviewed the minutes of the Board Meeting held on 08 March 2023 (the " March Minutes ") IT WAS RESOLVED THAT the March Minutes were approved for signature by the Chairperson.
2.2	Minutes of the Board Meeting on 27 April 2023
	The Board reviewed the minutes of the Board Meeting held on 27 April 2023 (the " April Minutes ") IT WAS RESOLVED THAT the April Minutes were approved for signature by the Chairperson.
3.0	Matters Arising
3.1	Actions Arising from the 08 March 2023 and 27 April 2023 Board Meetings
	It was noted there were no actions arising from the March 2023 Board meeting, and that actions from the April Board meeting would be addressed during the course of the meeting.
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 engagement with the Main Contractor, and noted the most up-to-date position. An update in relation to the Project Programme was provided. Engagement taking place with key stakeholders was also noted. The Board discussed sectional completion by reference to the MER and SER rooms completed in accordance with the works requirements. Residual issues being worked on were also discussed. The Board received a progress update on actions agreed to be closed out between the Design team and the Main Contractor, and how these were being managed.

	<p>The Board noted a reportable incident that had taken place during the course of the month, and that investigations were ongoing.</p> <p>An update on the NCH car park was provided.</p>
4.1	Update on Turnkey Specialist Fit Out Contracts
	<p>The Board received an update on Turnkey Contracts.</p>
4.2	Update on Adjudications
	<p>The Board received an overview of the outcome of recent adjudications and noted the next steps.</p>
5.0	Finance
5.1	Financial Results for March and April 2023
	<p>The financial results in respect of March and April 2023 were noted and discussed by the Board.</p>
6.0	Governance Matters
6.1	Finance, Audit and Risk Sub-Committee ("FARSC")
	<p>The Board received an overview of the items discussed at the most recent FARSC meeting.</p> <p>It was noted that the NPHDB Code of Governance Manual for 2023 had been reviewed, and an overview of the proposed minor amendments was provided. It was advised that the FARSC had recommended the Board approve the updated Manual, and this would be addressed for the next Board meeting.</p> <p>It was advised that the FARSC had received an update on cyber security, and that improvement actions from the prior year had all been addressed. The Board was advised that the NPHDB was currently in the top 10% in the country in relation to its cyber security arrangements.</p> <p>The Board received a progress update in relation to the C&AG report, the financial statements and accompanying letters.</p> <p>It was noted that updated risk reports for 2022 had been reviewed and presented at the sub-committee meeting, and there were no material changes to bring to the Board's attention in relation to risks.</p>
6.2	CQV Sub-Committee
	<p>The Board received an update in relation to matters discussed at the CQV Sub-Committee meeting held earlier that day.</p>
6.3	Design Sub-Committee
	<p>The Board noted that the next meeting of the Design Sub-Committee would be scheduled in due course.</p>

6.4	Dispute Resolution Sub-Committee
	<p>The Board received an update in relation to matters discussed at the most recent Dispute Resolution Sub-Committee meeting.</p> <p>The position in relation to claims, conciliation, and adjudications was noted by the Board.</p> <p><i>Ronan Traynor, Ed McIntyre, Ed Vernon and Richard Fitzpatrick left the meeting.</i></p>
7.0	Closed Session
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 would be convened on Wednesday, 14 June 2023 at 14.30hrs.


Chairperson