

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 08 February 2023
From 14.30 to 17.30
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
Derek Moran
Alex White
Anne Butler

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:

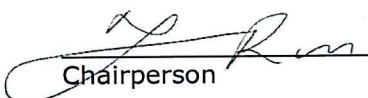
John McGowan
Liam Woods
Alan Seabourne

**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 14 December 2022
	The Board reviewed the minutes of the Board Meeting held on 14 December 2022 (the " December Minutes "). IT WAS RESOLVED THAT the December Minutes were approved for signature by the Chairperson.
3.0	Matters Arising
3.1	Actions Arising from the 14 December 2022 Board Meeting
	It was noted that there were no outstanding actions from the December Board 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. In response to a query from a Board member, an update was provided in relation to the Family Accommodation Unit. The Board received an update on engagement taking place with the Main Contractor in relation to the programme. An update on engagement with the Design team was provided, and it was noted the Board would receive a presentation in this regard later in the meeting. The Board received a summary of engagement taking place with key stakeholders during the period. An update on NPHDB personnel was provided to the Board. In particular, it was advised that the Construction Director had retired. The Board extended their deep appreciation to him for his extensive contribution to the project.
4.1	Design update
	The Board received a Design update. It was noted that Employer design was substantially completed with no major elements outstanding at the end of 2022. The Board received detail of a framework in place under which all parties agreed close out dates for categorised design elements.

	The Board welcomed having the framework in place to track the close-out of the design activities.
5.0	Finance
5.1	Financial Results December 2022 & January 2023
	The financial results in respect of December 2022 and January 2023 were noted and discussed by the Board.
6.0	Governance Matters
6.1	Finance, Audit and Risk Sub-Committee ("FARSC")
	An update on matters discussed at the most recent FARSC meeting was provided. The Board noted, in particular, the process being undertaken in relation to having internal controls audited.
6.2	CQV Sub-Committee
	The Board received a summary of the last CQV Sub-Committee meeting held, and discussed the key commissioning and quality matters further.
6.3	Design Sub-Committee
	The Board was advised that the next meeting of the Design Sub-Committee is to be scheduled.
6.4	Dispute Resolution Sub-Committee
	The Board discussed the most up-to-date position in relation to dispute resolution.
6.5	Governance Forum Schedule of Dates 2023
	It was noted that Governance Forum training dates had been circulated to the Board and the Board members, including the Executive, were welcome to undertake any training they wished to complete. <i>Ed McIntyre, Ronan Traynor, Ed Vernon and Richard Fitzpatrick left the meeting.</i>
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 be convened on Wednesday, 08 March 2023 at 14.30hrs.


Chairperson