

## MINUTES OF MEETING

<b>Meeting</b>	<b>NCH Project Monitoring Committee (PMC)</b>
<b>Date</b>	<b>15<sup>th</sup> December 2016</b>
<b>Time</b>	<b>6.30pm</b>
<b>Venue</b>	<b>Meeting Room 2</b>

### Present

Name	Company	Initial
Cllr Rebecca Moynihan	Dublin City Council South Central Area	RM
Cllr Pat Dunne	Dublin City Council	PD
Peter Finnegan (Facilitator)	Dublin City Council South Central Area	PF
George Ray	Resident's Representative	GR
Tina MacVeigh	Resident's Representative	TMcV
Daniel Watkins	Resident's Representative	MK
Rhonda Evans	National Paediatric Hospital Development Board	NPH
Michael Greene	National Paediatric Hospital Development Board	NPH
Elaine O'Rourke	National Paediatric Hospital Development Board (minutes)	NPH
Barry McKenna	St. James's Hospital	BMcK

### Apologies

Cllr Criona NiDhálaigh	Dublin City Council South Central Area	CNiD
Bruce Philips	Dublin City Council South Central Area	BP

No.	ITEM	DESCRIPTION/ACTION	OWNER
1.0	<b>Apologies</b>	Apologies received from Bruce Philips, Cllr Criona NiDhálaigh.	
2.0	<b>Matters arising from last minutes</b>	<p>The minutes of meeting from 29<sup>th</sup> November 2016 were accepted on condition of the update to Section 5 Terms of Reference and the addition of two items:</p> <ul style="list-style-type: none"> <li>Frequency of meetings should be at least monthly until full construction is underway to ensure process is agreed.</li> <li>Ensure that impacts have been mitigated properly to the agreement of local residents.</li> </ul>	

No.	ITEM	DESCRIPTION/ACTION	OWNER
3.0	<b>Mobility</b>	<p>BMcK of St. James's Hospital updated the committee on SJH Mobility Management Plan and the ongoing changes on the campus.</p> <ul style="list-style-type: none"> <li>SJH have reduced onsite carparking spaces from 800 to approximately 300. There are now two satellite carparks, one at St. James's Steel (150 spaces) and another at Royal Hospital Kilmainham (152 spaces). Staff also have the option of parking at the Good Council GAA Club which can facilitate 60 – 70 cars. It is envisaged that the two satellite carparks are temporary while staff adjust to the new mobility plan.</li> <li>Use of the new shower block facilities have exceeded expectation due to more staff cycling to work.</li> <li>The uptake of the Tax Saver Ticket scheme has tripled in recent months.</li> </ul> <p>It was commented that Mobility Management plan is working. Information on its success should be made available. It was also requested that another appeal be made to staff to considerate of where they park in relation to local residents.</p> <p>The issue of SJH staff parking cars on public streets such as James's Street, Ceannt Fort, New Ireland Road and Reuben Street was addressed. It was acknowledged that this has been an ongoing problem over the last 6 – 7 years and it was the responsibility of Dublin City Council to take an innovative approach to the issue. DCC are unwilling to impose parking restrictions in residential areas but are very willing to work with residents to assist with alleviating congestion.</p> <p>It was noted that tenderers for the main contract were required to include information on how they will deal with car parking for their site staff. When the winning contractor is confirmed NPH will inform the PMC on what these plans will be.</p> <p>A meeting is to be arranged with resident's groups and DCC traffic engineers to explore possible resolutions to the parking current issues.</p>	<p><b>Action: NPH</b></p> <p><b>Action: Resident Reps/DCC</b></p>
4.0	<b>Zonal Mapping</b>	<p>A meeting took place with Future Analytics to discuss the brief for mapping out zones of areas impacted by works.</p> <p>Residents focus group is to be arranged by Future Analytics.</p> <p>NPH to issue a scope of zonal mapping to all members of the PMC.</p>	<p><b>Action: Resident Reps</b></p> <p><b>Action: NPH</b></p>

No.	ITEM	DESCRIPTION/ACTION	OWNER
5.0	<b>Community Facilitator &amp; Technical Advisor</b>	<p><b>Community Facilitator</b> TMcV met with ██████████ in relation to the Community Facilitator position. ██████████ was very interested in the position and will meet with Residents on Monday 19<sup>th</sup> December at 7pm to get a scope of work/terms of reference and will then give a costing. The terms of reference will be reviewed by the PMC and the costing will be forwarded to NPH for review and approval.</p> <p><b>Independent Technical Advisor</b> A draft scope of work document was presented by MG and reviewed by the committee. It was agreed that the document would be forwarded on to 2 residents advisors for review. EOR to copy document to TMcV to forward on.</p> <p>Scope of Work document to be updated to include Engagement with Residents by the Technical Advisor.</p> <p>DCC to issue a broad list of potential companies from their framework from which companies will be invited to tender. The PMC will agree the appointment of the selected tenderer.</p> <p>This was agreed that the position of Technical Advisor will be reviewed two years after appointment.</p>	<p><b>Action:</b> <b>Resident Reps</b></p> <p><b>Action:</b> <b>NPH</b></p> <p><b>Action:</b> <b>DCC</b></p> <p><b>Action:</b> <b>PMC</b></p>
6.0	<b>Communications</b>	<p>A 3 month look ahead connect leaflet was issued to all residents by letterbox drop.</p> <p>RE presented an overview on calls received to the Residents Helpline and briefed the PMC on the measures that were take on the queries submitted. A summary brief will be prepared for future meetings.</p> <p>DW confirmed that feedback from residents is that the responses received from the helpline calls are positive. Some residents feel they need more notice on when works will affect their particular areas.</p> <p>Further promotion of the helpline is required. It was confirmed that the number will be on the hoarding and the possibility of producing a fridge magnet is to be investigated. It was queried if the current helpline number will be used for the lifetime of the project? RE to check that this will be the case.</p> <p>NPH have received confirmation from BAM that the site will be closed from 5pm on 22<sup>nd</sup> December until 4<sup>th</sup> January. There will be 24/7 manned security on the site over the Christmas period.</p> <p>NPH are not aware of any planned Sunday works for the next 3 months. If this changes for any reason NPH will inform the PMC in advance of any permits being applied for.</p>	<p><b>Action:</b> <b>Resident Reps/NPH</b></p>

No.	ITEM	DESCRIPTION/ACTION	OWNER
7.0	<b>Planning Compliance</b>	<p>There was a query as to whether a commencement notice had been obtained in advance of the enabling works starting on site as there has been conflicting information given out from DCC. PF confirmed that the commencement notice for the site is in order and he will request written confirmation from DCC.</p> <p>MG will give a breakdown of steps taken by NPH to comply with the planning conditions set by An Bord Pleanála before commencing work on site.</p> <p>Any conditions that have an impact on residents to be included on the zonal mapping.</p>	<p><b>Action: DCC</b></p> <p><b>Action: NPH</b></p>
8.0	<b>Any Other Business</b>	<p><b>Energy Centre Works</b></p> <p>It was reported that the residents are frustrated with the works around the energy centre and are receiving conflicting information as to who owns the works, SJH or NPH.</p> <p>NPH confirmed that connection works have been happening outside the hoarding on the gas and watermain.</p> <p>Tree surgeons felled and pruned specific trees in the area as per the planning application. Some additional trees were pruned at the request of local residents. A response to an email query is currently being prepared by NPH.</p> <p>It was suggested that a circular be issued to residents of Mount Browne and Faulkners Terrace to inform them of works in relation to the energy centre.</p>	<p><b>Action: NPH</b></p>
	<b>Next Meeting</b>	The next meeting will take place in the NPH Herberton Office on 26 <sup>th</sup> January 2016 at 6.30pm.	

**Distribution**      **Attendees**  
**Apologies**  
**File**