

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 8 January 2020
from 14.30 to 16.00
Herberton Boardroom, St. James Walk, Rialto, Dublin 8**

Attendance (Board)

Fred Barry (Chairman)
Tim Bouchier-Hayes (Vice-Chair)
Karl Kent
Anne Butler
Liam Woods
Lorcan Birthistle




Attendance (Other)

Phelim Devine, Project Director
David Gunning, Chief Officer
Jim Farragher, Finance Officer
Richard Fitzpatrick, Director of Project Controls
Declan Holmes, Commercial Director
Ray Hunt, On behalf of HMP Secretarial Limited
– Board Secretary
Evija Vanaga, On behalf of HMP Secretarial
Limited – Board Secretary

Apologies

John Cole

1.0	Quorum & Chairman
	The Chairman noted that a quorum, being five Board Members, was present and the meeting proceeded to business.
2.0	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.
3.0	Previous Minutes
	The Board reviewed the Minutes of the Board Meeting held on 11 December 2019. Following consideration, IT WAS RESOLVED THAT the Minutes were approved for signature by the Chairman.
3.1	Action Items arising from Minutes
	The Board received an update in relation to the current actions on the Action List. The Board was advised that an assessment of the new Board member applicants had been completed by the Public Appointment Service, and that a shortlist of recommended candidates had been submitted to the Minister for Health for consideration. The Board was advised that there has been no update in relation to this.
4.0	Project Status
4.1	Project Update Summary
	The Board received a Project Update. The Board was advised that there have been challenges across all the project delivery work streams and an outline of the reasons for these, together with knock on impacts was provided. The Board was provided with a construction update in relation to ongoing and completed works on the Tallaght site and NCH. An overview of timelines and how these were tracking was presented and discussed by the Board. The Board discussed the quality of works at Connolly and NCH and the inputs required from the design team and contractor in relation to this. The Board noted the position as regards closure of snag items in Connolly and discussed related actions. The Board emphasised the importance of carrying forward lessons learned from Connolly. The Board was further provided with a design update. The Board noted the status of IFC delivery and the fabrication/shop drawings as well as submittals. The Board was advised that an internal co-ordination review is currently taking place. An update was provided in relation to quality control and it was noted that the design team had appointed quality control champions. The Board was provided with the Health & Safety update and noted improved performance. The Board was advised that a third party will be engaged to undertake a Health & Safety audit.

	The Board was provided with an update on equipment and commissioning. The Board discussed the required resources to support these work streams.
4.2	Commercial Update
	The Board noted and discussed the commercial update, and an overview of the position with regards to Main Contractor claims. The Board discussed the timeline relating to these claims.
4.3	Risk Management Update
	<p>A Risk Management update was provided to the Board. The Board was advised on the upcoming risk workshops.</p> <p>The Board reviewed and discussed the priority project risks identified, noting any changes reported from the previous month. The Board noted that mitigating actions were ongoing in respect of each risk.</p> <p>Confirmation was provided to the Board that all risks identified were being actively monitored and mitigated against, insofar as possible.</p>
5.0	Items for Decision
5.1	Phase B Instruction
	
5.2	Connolly Conciliation 
	
6.0	Items for Noting – Presentation on Delay Costs and Penalties
	The Board was provided with a presentation on a range of scenarios setting out costs on delays and penalties.
7.0	Finance
7.1	Financial Results November 2019
	<p>An update was provided to the Board in relation to costs, payments, POs and HSE funding receipts.</p> <p>The Board noted the Financial Results for November 2019.</p>

8.0	Governance Matters
8.1	Dispute Resolution Sub-Committee
	The Minutes of the Dispute Resolution Sub-Committee meeting of 29 November 2019 as presented to the meeting were taken as read, and noted.
8.2	Finance, Audit and Risk Sub-Committee
	The Minutes of the Finance, Audit and Risk Sub-Committee meeting of 11 December 2019 as presented to the meeting were taken as read, and noted.
8.3	Ethics in Public Office
	The Board was reminded of the requirements of the Ethics in Public Office Acts 1995 and 2001. The Board was advised that the required form of a return and guidance has been provided to each member of the Board.
9.0	Any Other Business
	There being no other business, the meeting concluded.

Next Meeting:

Wednesday 12 February 2020 in NCH Boardroom, Herberton, St. James Walk, Rialto, Dublin 8 at 14.30hrs.


 Fred Barry
 Chairman