

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 11 September 2024
From 15.15 to 18.00
At NCH Boardroom, Block A, Herberton, St James's Walk, Rialto, Dublin 8,
D08 HP97 and via MS Teams**

Attendance (Board)

Fiona Ross (Chairperson)
Tim Bouchier-Hayes (Vice-Chairperson)
Brian Keogh
John Cole
Alex White
John McGowan
Alan Seabourne
Michael Shelly
Michael Barry
Derek Moran
Alan Moore
Susan Bryson

Attendance (Other)

David Gunning, Chief Officer
Phelim Devine, Project Director
Tom Morris, Commercial Director
Richard Fitzpatrick, Director of Project Controls*
Ronan Traynor, Finance Officer*
Ed Vernon, Design Director*

Colm Saidlear, Equipping*
Elaine O'Rourke, Executive Support
Caitlin McNamara, On behalf of HMP Secretarial Limited – Board Secretary

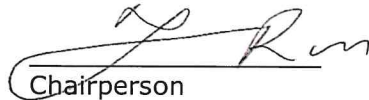
**For part of the meeting only*

0.0	Quorum & Chairperson
	<p>The Chairperson noted that a quorum, being five members, was present and the meeting proceeded to business.</p> <p>It was noted that the Board of Directors had met with the Minister for Health in advance of the Board meeting. The Board briefly discussed the interaction following the session.</p>
1.0	Declarations of Interest or Conflicts of Interest
	<p>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.</p>
2.0	Protected Disclosures
	<p>Each Board Member was asked to confirm if any protected disclosures had been made to them, further to which it was confirmed that there had not.</p>
3.0	Previous Minutes
3.1	Minutes of the Board Meeting on 10 July 2024
	<p>The Board reviewed the minutes of the Board Meeting held on 10 July 2024 (the "July Minutes").</p> <p>IT WAS RESOLVED that the July Minutes were approved for signature by the Chairperson.</p>
3.2	Action Items from 10 July 2024 Board Meeting
	<p>It was noted that there were no open action items arising from the 10 July 2024 Board Meeting.</p>
4.0	Chief Officer Report
	<p>The Chief Officer Report was noted, and the priority items discussed by reference to the Programme; Construction; the Ronald McDonald House, NCH Car Park; Risk; Commercial/Claims; Communications, and Stakeholder Engagement.</p> <p>An update was provided in relation to engagement with the Main Contractor. It was advised that engagement continued throughout the period.</p> <p>It was advised that the Chief Officer and the Project Director had been invited to attend the Joint Oireachtas Committee on Health meeting on 25 September 2024, at which they would discuss the project programme.</p>
4.1	Contract Completion
	<p>The Board received an update on room inspections, NCRs and the position in relation to the consolidated issues list and RCP coordination.</p> <p>The Board were advised on stages for offering rooms for final inspection. The Board noted the number and quality of rooms put forward for inspection during the period and discussed the ways in which substantive progress could be achieved in this regard.</p>

	<p>The Board received an update in relation to benchmark rooms, and it was advised that the Main Contractor continued to offer rooms for inspection with incomplete work and a high number of issues, resulting in them being deemed not ready to inspect by the Design Team. It was confirmed that of all the rooms offered by the Main Contractor, none of them had been accepted as ready to inspect. The Board expressed their concern at this and discussed the importance of quality in relation to room completion.</p> <p>An update in relation to RCPs was provided to the Board.</p> <p>The Board received an overview on the NCR close out plan. It was advised that 63 NCRs remained to be closed, and 2 new NCRs were raised during the period.</p> <p>The Board discussed engagement between the Design Team and the Main Contractor. It was advised that the Design Team continued to have monthly meetings with the BDP CEO in order to drive improvement.</p> <p>The Board received an update on the Consolidated Design Issue list, and it was noted that the number of issues was dropping each month, with items being closed out continuously.</p>
4.2	Equipping
	<p><i>Colm Saidlear joined the meeting.</i></p> <p>The Board received an overview of the work involved with equipping the hospital. They were presented with a number of photographs which displayed the equipment which had been delivered and installed on site.</p> <p>It was advised that they were currently on budget with regard equipping.</p> <p>The Board received an overview of the various pieces of equipment which had now been successfully delivered and installed into the hospital. It was advised that all installations in the X-Ray rooms had been completed and MRI 2&4 installation was also complete.</p> <p>The Board received an update in relation to engagement with all stakeholders and it was advised that the clinical teams were delighted with the equipping to date and excited to procure the leading-edge technology that would be operational in the hospital once complete.</p> <p><i>Colm Saidlear left the meeting.</i></p>
5.0	Finance
5.1	Financial Results for July and August 2024
	<p>The financial results in respect of July and August 2024 were discussed and noted by the Board.</p>
6.0	Governance Matters
6.1	Finance, Audit and Risk Sub-Committee ("FARSC")
	<p>The Board received an overview of matters discussed at the most recent FARSC meeting.</p>

	An update was provided in relation to the status of the C&AG audit which was currently underway on the 2023 accounts.
6.2	CQV Sub-Committee
	The Board received an update in relation to matters discussed at the most recent CQV Sub-Committee meeting.
	The lack of resources on site and general concern about quality processes was noted.
6.3	Design Sub-Committee
	It was advised that the Design Subcommittee was now dissolved, and this item could be removed from the agenda ahead of the next Board meeting.
6.4	Dispute Resolution Sub-Committee
	The Board received an update in relation to matters discussed at the most recent Dispute Resolution Sub-Committee meeting.
	The position in relation to claims, conciliation, adjudications and mediation was noted. It was advised that this would be discussed in further detail in the closed session.
	<i>Richard Fitzpatrick, Ed Vernon, and Ronan Traynor left the meeting.</i>
7.0	Closed Session
7.1	
7.2	
7.3	
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, 09 October 2024 at 14.30hrs.


Chairperson