

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 13 November 2024  
From 14.30 to 17.05  
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 Barry  
Derek Moran  
Alan Moore  
Susan Bryson

**Attendance (Other)**

David Gunning, Chief Officer  
Phelim Devine, Project Director  
Tom Morris, Commercial Director  
Ed McIntyre\*, M&E and Commissioning  
Director  
Ed Vernon\*, Design Director  
Ronan Traynor\*, Finance Officer  
Elaine O'Rourke, Executive Support  
Bridget Gallagher, On behalf of HMP  
Secretarial Limited – Board Secretary

**Apologies**

Michael Shelly

*\*For part of the meeting only*

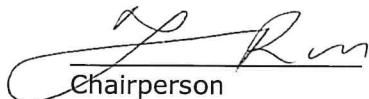
<b>0.0</b>	<b>Quorum &amp; Chairperson</b>
	The Chairperson noted that a quorum, being five members, was present and the meeting proceeded to business.
<b>1.0</b>	<b>Declarations of Interest or Conflicts of Interest</b>
	In accordance with Section 19 of Statutory Instrument 246/2017, the Board Members confirmed that there were no new declarations of interest or conflicts of interest to be disclosed.
<b>2.0</b>	<b>Protected Disclosures</b>
	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.
<b>3.0</b>	<b>Previous Minutes</b>
<b>3.1</b>	<b>Minutes of the Board Meeting held on 09 October 2024</b>
	<p>The Board reviewed the minutes of the Board Meeting held on 09 October 2024 (the "Minutes").</p> <p><b>IT WAS RESOLVED</b> that the Minutes were approved for signature by the Chairperson.</p>
<b>3.2</b>	<b>Action Items from 09 October 2024 Board Meeting</b>
	It was noted that there were no open action items from the last Board meeting.
<b>4.0</b>	<b>Chief Officer Report</b>
	<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>The Board received an overview of the presentations being provided at the meeting by reference to the agenda, and the specific areas of focus.</p> <p>It was advised that a meeting was due to take place with the Main Contractor in order to discuss its performance against certain KPIs. The commitment provided by Royal BAM in this regard was noted. The Board discussed the engagement taking place with the Main Contractor.</p> <p>The Board was advised that the ER had determined that the new contract baseline programme submitted by the Main Contractor was non-compliant and the ER had requested a new programme be submitted.</p> <p>An update in relation to the number of resources on site was provided, and it was noted there had been a small increase.</p> <p>The Board discussed changes to the top 5 Project risks from the prior month.</p> <p>The Board discussed Health and Safety on site, highlighting its importance and noting the Main Contractor's responsibility to maintain appropriate standards. One reportable incident had taken place on site during the period.</p>

	It was noted that the PAC had invited the NPHDB to attend a meeting on 07 November 2024; however, the Chief Officer had regrettably been unavailable to attend, and this had been communicated to the PAC in advance. An alternative date is currently being reviewed.
<b>4.1</b>	<b>Design Update</b>
	<p>The Board received a Design update.</p> <p>An update on engagement taking place with the Design Team was provided and the Board noted that daily meetings were taking place between the Executive and the Design Team to review all responses to RFIs and the Consolidated List items. The Board noted the clarification responses that had issued to the Main Contractor in the period. There are 63 open NCRs.</p>
<b>4.2</b>	<b>Update on BAM Performance</b>
	<p>The Board received a detailed update in relation to the performance of the Main Contractor by reference to KPIs and their ratings. The Board discussed the volume of work that needed to be completed, and it was confirmed that these KPIs had been provided to the Main Contractor. It was noted that whilst works remained behind schedule, there had been a slight increase in momentum. The commitment provided by Royal BAM regarding performance was noted.</p> <p>The Board discussed the non-compliant programme provided to the ER, noting that the Main Contractor had 15 working days to provide a revised programme.</p>
<b>4.3</b>	<b>Update on C&amp;AG Examination</b>
	<p>An update in relation to the C&amp;AG review was provided. The Board discussed the scope of the review and the engagement that had already taken place.</p> <p>It was agreed that this matter would fall within the remit of the Finance, Audit and Risk Sub-Committee going forward, and that the Board would receive regular reporting through this sub-committee.</p>
<b>5.0</b>	<b>Finance</b>
<b>5.1</b>	<b>Financial Results for November 2024</b>
	<p>The financial results in respect of November 2024 were discussed and noted by the Board.</p> <p>It was reported that the 2023 Financial Statements were expected to be available for consideration by the Board at its December 2024 Board meeting.</p>
<b>6.0</b>	<b>Governance Matters</b>
<b>6.1</b>	<b>Finance, Audit and Risk Sub-Committee ("FARSC")</b>
	It was noted that the Board had received an update on matters discussed at the last FARSC meeting at its October 2024 Board meeting.
<b>6.2</b>	<b>CQV Sub-Committee</b>
	The Board received an update on matters discussed at the most recent CQV Sub-Committee meeting.



<b>6.3</b>	<b>Dispute Resolution Sub-Committee</b>
	<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, conciliations, adjudications and mediation was noted.</p>
<b>6.4</b>	
<b>7.0</b>	<b>Closed Session</b>
<b>7.1</b>	
<b>7.2</b>	
<b>8.0</b>	<b>AOB</b>
<b>8.1</b>	<b>Annual Board Self-Evaluation</b>
	<p>The Board was reminded of the requirement to perform an annual Board Self-Evaluation under the Code of Practice for the Governance of State Bodies (2016). It was advised that the Board would receive a questionnaire for completion in this regard. (<b>AP1</b>)</p> <p>The Chair indicated that the Institute of Directors had launched a new policy paper, 'The Post Office Scandal: A failure of governance', and that this was an interesting read in the context of governance considerations. It was recommended that the Board consider this policy paper, which would be circulated following the meeting (<b>AP2</b>), and thereafter complete the questionnaire, calling out anything perceived to be of value or comment, having read the policy paper.</p> <p>There being no further business, the meeting was brought to a close.</p>

**Next Meeting:** It was agreed by the Board that the next Board meeting would be convened on Wednesday, 11 December 2024 at 14.30hrs.



Chairperson