

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 11 June 2025
From 14.30 to 17.00
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
Michael Barry
Alan Moore
Susan Bryson
Derek Moran
Alan Seabourne
Michael Shelly
Alex White
John Cole

Attendance (Other)

David Gunning, Chief Officer
Phelim Devine, Project Director
Tom Morris, Commercial Director
Richard Fitzpatrick*, Director of Project Controls
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
Caitlin McNamara, On behalf of HMP Secretarial Limited – Board Secretary

*For part of the meeting only**

1.0	Quorum & Chairperson
	The Chairperson noted that a quorum, being five members, was present and the meeting proceeded to business.
1.1	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.
1.2	Protected Disclosures
	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.
2.0	Previous Minutes
2.1	Minutes of the Board Meeting held on 14 May 2025
	The Board reviewed the minutes of the Board Meeting held on 14 May 2025 (the "Minutes"). IT WAS RESOLVED that the Minutes were approved for signature by the Chairperson, subject to a minor amendment.
2.2	Action Items from Previous Board Meetings
	It was noted that there were no open action items arising from the previous Board meeting.
3.0	Chief Officer Report
	<p>The Chief Officer Report was noted and priority items discussed by reference to the programme; construction; commercial/claims; risks and issues; the Ronald McDonald House; communications, and stakeholder engagement.</p> <p>The Board received an update on Health & Safety on site and it was noted there were no reportable incidents during the period.</p> <p>The Board received an overview of engagement taking place with the Main Contractor. It was advised that a compliant programme remained outstanding and that the ER was engaging with the Main Contractor in that regard. It was noted that there had been a reduction in the number of the Main Contractor's resources on site during the period, and there was a consistent month-on-month decline. It was agreed that these matters would be discussed further later in the meeting.</p> <p>In relation to stakeholder engagement, the Board noted the Public Accounts Committee meeting held on 22 May 2025, which had also been attended by the CHI, HSE and DOH.</p> <p>The Board noted the position in relation to budget and cashflow.</p>
3.1	Design & Quality Update
	<p>The Board received a Design update.</p> <p>The Board received a summary of the status of final room inspections, and the number and quality of rooms put forward for final inspection. It was advised that the number of rooms offered for final inspection throughout the period was behind target, with</p>

	<p>the Main Contractor averaging approximately 51 rooms per week. The position in relation to snag works was also noted.</p> <p>An update in relation to NCRs was provided to the Board. It was advised that there were 54 open NCRs at the end of May 2025, the detail of which were noted. It was confirmed that the Main Contractor would need to close out 24 NCRs in June 2025 in order to get back on track.</p> <p>The Board was advised of 5 new NCRs that had been opened during the period.</p> <p>The Board discussed design and handover activities, noting the number of critical items and deliverables for each Contractor and areas with CHI interfaces.</p>
3.2	Transfer of Equipment from Existing Hospitals
	<p>The Board received an update on the process for transferring medical equipment from existing hospitals to the new hospital. It was noted that ongoing updates would be provided to the CQV Sub-Committee in this regard.</p>
3.3	
3.4	Early Access
	<p>The Board received an update in relation to early access.</p>
3.5	BAM Programme and Performance
	<p>The Board discussed BAM's programme and performance throughout the period.</p>
4.0	Finance
4.1	Financial Results for May 2025
	<p>The financial results in respect of May 2025 were discussed and noted by the Board.</p>
5.0	Governance Matters
5.1	Finance, Audit and Risk Sub-Committee ("FARSC")
	<p>The Board received an update on matters discussed at the most recent FARSC meeting.</p> <p>An update on the 2023 NPHDB annual report was provided to the Board. It was indicated that this was expected to be presented for Board approval in July 2025. (AP184)</p> <p>It was advised that an overview of the NPHDB policy review process had been provided to the FARSC and confirmation was provided that all policies were regularly reviewed and updated as necessary.</p> <p>The Board received an update on EY internal control audits for 2024 and 2025. It was noted that there had been eight findings from the 2024 audit, all of which had now been addressed. It was further noted that two low level findings had arisen from the 2025 audit and these had also been addressed. The FARSC had noted a strong control environment and had emphasised the importance of sustaining this as the project reached its completion.</p>

	<p>It was noted that a letter had issued to Revenue in relation to a disclosure and this matter was now closed.</p> <p>An overview of the progress of the C&AG audit for 2024 was provided to the Board.</p> <p>The Board received an update in relation to Project Wind Down and Project Rialto and noted the progress in relation to each.</p> <p>It was reported that there was no further update on the C&AG review of the NCH project.</p>
5.1.1	Risk Appetite Statement
	<p>It was advised that the FARSC had reviewed an updated Risk Appetite Statement and were recommending this for Board approval.</p> <p>The Board discussed and considered the updated Risk Appetite Statement, noting that the amendments proposed reflected the current stage of the project.</p> <p>Following consideration, IT WAS RESOLVED to approve the Risk Appetite Statement.</p>
5.2	CQV Sub-Committee
	<p>The Board received an update on matters discussed at the most recent CQV Sub-Committee meeting.</p> <p>It was reported that the equipment report and soft-landings were progressing well.</p> <p>[REDACTED]</p> <p>An update in relation to the Turnkey Contract was provided and it was noted that there had been some issues in relation to this.</p> <p>It was reported that a lack of progress in relation to commissioning was a cause for concern.</p>
5.3	Dispute Resolution Sub-Committee
	<p>It was noted that this matter would be discussed in the closed session.</p>
5.4	[REDACTED]
	<p><i>Ed McIntyre, Ronan Traynor, Ed Vernon and Richard Fitzpatrick left the meeting.</i></p>
6.0	Closed Session
6.1	[REDACTED]
6.2	[REDACTED]

6.3	
6.4	
7.0	Any Other Business
	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 July 2025, at 14.30hrs.


Chairperson

