

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 14 May 2025  
From 14.30 to 17.15  
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

**Attendance (Other)**

Phelim Devine, Project Director  
Tom Morris, Commercial Director  
Ed McIntyre\*, M&E and Commissioning  
Director  
Ed Vernon\*, Design Director  
Elaine O'Rourke, Executive Support  
Angie Kinane\*, Communications  
Sinead McGovern\*, Communications  
Rhonda Evans\*, Communications  
Caitlin McNamara, On behalf of HMP  
Secretarial Limited – Board Secretary

**Apologies**

Alex White  
John Cole

*\*For part of the meeting only*

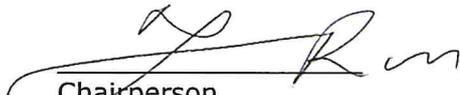
<b>1.0</b>	<b>Quorum &amp; Chairperson</b>
	The Chairperson noted that a quorum, being five members, was present and the meeting proceeded to business.
<b>1.1</b>	<b>Declarations of Interest or Conflicts of Interest</b>
	In accordance with Section 19 of Statutory Instrument 246/2017, the Board Members confirmed that there were no new declarations of interest or conflicts of interest to be disclosed.
<b>1.2</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>2.0</b>	<b>Previous Minutes</b>
<b>2.1</b>	<b>Minutes of the Board Meetings held on 07 April 2025 &amp; 09 April 2025</b>
	<p>The Board reviewed the minutes of the Board Meetings held on 07 April 2025 and 09 April 2025 (the “<b>April minutes</b>”). <b>IT WAS RESOLVED</b> that the April minutes were approved for signature by the Chairperson.</p> <p>Referring to the Board meeting on 09 April 2025, a Board Member recalled having highlighted that they had observed only one operational lift on site and there being flammable materials in the basement. The Board Member queried if this had been investigated by the Executive and it was confirmed that appropriate action had been taken.</p>
<b>2.2</b>	<b>Action Items from Previous Board Meetings</b>
	It was noted that there were no open action items arising from the previous Board meetings.
<b>3.0</b>	<b>Communications Presentation</b>
	<p><i>Angie Kinane, Sinead McGovern, and Rhonda Evans joined the meeting.</i></p> <p>The Board received an overview of a NPHDB/CHI Shared Communications Plan from 2025 up to the substantial completion of the project.</p> <p>The Board noted its shared objectives with the CHI, and discussed the importance of delivering proactive engagement.</p> <p><i>Angie Kinane, Sinead McGovern, and Rhonda Evans left the meeting.</i></p>
<b>4.0</b>	<b>Chief Officer Report</b>
	<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>In relation to Health &amp; Safety, it was advised that despite ongoing satisfactory joint inspections occurring on a weekly basis, there had been two reportable incidents on site during the period. The Board noted the background to each.</p> <p>The Board received an update in relation to engagement with the Main Contractor and it was noted that a compliant programme remained outstanding from them. It was</p>

	<p>confirmed that the ER had written to BAM with a request that this be provided by the end of May 2025. The Board discussed the timelines around a compliant programme being provided and implications for the project. The position in relation to productive resources on site was discussed.</p> <p>An update was provided in relation to the ongoing matter of early access.</p>  <p>In relation to stakeholder engagement, the Board received an overview of matters discussed at the most recent National Oversight Group meeting held on 25 April 2025.</p>
<b>4.1</b>	<b>Design Update</b>
	<p>The Board received a Design Update, noting in particular the position in relation to final room inspections and NCRs.</p> <p>The Board received a summary of the status of the final room inspections, and the number and quality of rooms put forward for final inspection was noted. It was advised that the four-week average weekly room offer rate had reduced to 56 and that snag levels continued to increase in the most recent rooms offered by the Main Contractor.</p> <p>The Board received an update in relation to the new NCR close out plan. It was noted that there had been very little activity or progress with regard open NCRs during the period. It was confirmed that there were currently 52 open NCRs. The Board noted that 9 NCRs had been closed out during the period; however, 3 new NCRs had been added. The Board noted that the Main Contractor was currently 27 behind target.</p> <p>The Board received an update in relation to quality.</p> <p>An update in relation to the performance of the Design Team and the engagement taking place was provided to the Board.</p> <p>The Board received an update in relation to change orders.</p> <p>It was noted that they were currently 19 issues on the critical issues list, and that the Design Team was being actively engaged with to close them out.</p>
<b>4.2</b>	<b>Post Substantial Completion Works Review</b>
	<p>The Board received an update in relation to the post substantial completion works.</p> <p>The Board discussed the quantity and complexity of the works to be carried out.</p>
<b>4.3</b>	
<b>4.4</b>	<b>BAM Programme &amp; Performance</b>
	<p>The Board discussed BAM's programme and performance.</p>

<b>5.0</b>	<b>Finance</b>
<b>5.1</b>	<b>Financial Results for April 2025</b>
	The financial results in respect of April 2025 were discussed and noted by the Board.
<b>6.0</b>	<b>Governance Matters</b>
<b>6.1</b>	<b>Finance, Audit and Risk Sub-Committee ("FARSC")</b>
	It was confirmed that the next FARSC meeting was scheduled to take place the following week.
<b>6.2</b>	<b>CQV Sub-Committee</b>
	The Board noted the matters discussed at the most recent CQV Sub-Committee meeting.
<b>6.3</b>	<b>Dispute Resolution Sub-Committee</b>
	It was noted that this matter would be discussed in the closed session.  <i>Ed McIntyre and Ed Vernon left the meeting.</i>
<b>6.4</b>	
<b>7.0</b>	<b>Closed Session</b>
<b>7.1</b>	
<b>7.2</b>	
<b>7.3</b>	

<b>8.0</b>	<b>Any Other Business</b>
	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, 11 June 2025, at 14.30hrs.

  
Chairperson

