

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

**Minutes of the NPHDB Board Meeting held on Wednesday, 08 October 2025
From 14.30 to 16.40
Via MS Teams**

Attendance (Board)

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

Apologies

Alan Seabourne

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
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 Board 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. Mr White informed the Board, for the purposes of transparency, that he had been engaged as Senior Counsel for CHI in relation to a matter entirely separate and of no relevance to the project. Confirmation had been provided that, on this basis, such engagement did not constitute a conflict of interest.
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 10 September 2025
	The Board reviewed the minutes of the Board meeting held on 10 September 2025 (the "Minutes"). IT WAS RESOLVED that the Minutes were approved for signature by the Chairperson.
2.2	Action Items from Previous Board Meetings
	It was noted that there were no open action items arising from the Board meeting on 10 September 2025.
3.0	Chief Officer Report
	The Chief Officer Report was noted, and the priority items discussed by reference to the Programme; Construction; the Ronald McDonald House; Risk; Commercial/Claims; Communications, and; Stakeholder Engagement. The Board received an update on the extensive engagement which had taken place with the Main Contractor throughout the period, noting in particular the commitments provided by the Main Contractor. An update in relation to early access was noted by the Board. The Board discussed the level of productive resources on site, noting also the Main Contractor's commitment to increase these numbers. An overview of progress in relation to the manual sliding doors was provided.
3.1	Programme and Performance Update
	The Board discussed the performance of the Main Contractor by reference to key parameters, indicated completion dates, and key workstreams and activities.

	The Board noted a number of mandatory requirements, processes, and procedures to support early access.
3.2	Design and Quality Update including NCRs
	<p>The Board received a Design and Quality update, noting in particular the position in relation to final room inspections, NCRs and early access.</p> <p>The number and quality of rooms put forward for inspection was noted. The position in relation to snags was also noted.</p> <p>The Board received a summary of progress made against the NCR close out plan. It was advised that there were currently 48 open NCRs, 8 of which had been closed during the period, and 6 new NCRs had been opened during the period.</p> <p>The Board received an update in relation to design and handover activities. It was confirmed that the number of items on the consolidated list had reduced from the prior month.</p>
4.0	Finance
4.1	Financial Results for September 2025
	The financial results in respect of September 2025 were discussed and noted by the Board.
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>It was confirmed that the C&AG had completed its 2024 audit, and the audit process had gone well with strong engagement and support provided by the NPHDB. It was reported that only minor issues had been noted by the C&AG, and no concerns had been raised.</p> <p>The Board received an update on matters the FARSC had discussed with EY at the meeting. This had included the internal audits conducted during 2025, and it was noted that any recommendations made by EY had been addressed by the NPHDB.</p> <p>The 2026 Internal Audit plan had also been discussed, along with possible areas of focus. It was highlighted that it would be necessary to complete the next Internal Controls audit by the end of March 2026. The Board noted that it had last approved EY's report on the effectiveness of the NPHDB's system of internal controls in March 2025, and that there was a continuous focus on internal controls and a robust system of internal controls in place.</p> <p>An update was provided on the status of the 2024 Annual Report and the timeline for publication.</p> <p>It was reported that the FARSC had received an update on the NPHDB's policy review process, noting that all policies were regularly reviewed and updated. It was advised that the FARSC had approved three policies at the meeting, one of which had related to A.I., and a summary of this policy was noted by the Board.</p>

	<p>It was noted that the FARSC has received an update on key risks, and there were no changes to report from the prior period.</p> <p>The Board received updates in relation to Project Winddown and Project Rialto.</p>
5.2	CQV Sub-Committee
	<p>The Board received an overview of matters discussed at the most recent CQV Sub-Committee meeting.</p> <p>The Board was provided with a detailed update on the ongoing quality issues on site.</p>
5.3	Dispute Resolution Sub-Committee Meeting
	<p>An overview of matters arising from the most recent Dispute Resolution Sub-Committee meeting was provided the Board.</p> <p>The position in relation to ongoing claims, conciliations and adjudications was noted.</p> <p>The recommendation by the Dispute Resolution Sub-Committee members of the appointment of David O’Leary as the new Standing Conciliator for the project was discussed. Following consideration, IT WAS RESOLVED to approve the appointment.</p>
5.4	
	<p><i>Ed McIntyre and Ed Vernon left the meeting.</i></p>
6.0	Closed Session
6.1	
6.2	
6.3	

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, 12 November 2025, at 14.30hrs.


Chairperson

