

AGENDA

Meeting Title: RHSC + DCN Programme Board
Date/Time: Wednesday 6 February 2019, 15:00 -17:00
Location: MacKinlay Meeting Room, RHSC&DCN Project Office, Little France Crescent

<i>Item</i>	<i>Lead</i>
1. Introductions / Apologies	JC
2. Previous Action Notes from 26 Nov 2018 - <i>Matters Arising</i>	JC
3. Project Dashboard (<i>paper enclosed</i>)	BC
4. Construction Progress and Settlement Progress (<i>verbal</i>)	BC
5. Project Risk Register Update (<i>risk register enclosed</i>)	BC
6. Commissioning Update	JMacK
7. Decommissioning Update	RH/CG
8. RHSC Service Update	FM
9. DCN Service Update	MP
10. CAMHS Service Update	GB/CR
11. Finance Update	NB/AMcM
12. Any Other Business	
13. Future Meeting: Monday 13 May 2019, 14:30 – 16:30 MacKinlay Meeting Room. Project Office, Little France	



Executive Summary 6 February 2019

	Progress	Blockage	Clarification	Next
Time 	Programme to Hospital Live Date agreed subject to signing of Settlement Agreement and Actual Completion achieved on 7 th Feb, 2019.		Awaiting Hospital Square Contract, Cost and Programme from IHSL/MPX.	Settlement Agreement signed and Actual Completion achieved.
Cost £				
Quality 	Room Reviews continue and Board "Observations" noted by MPX. These will continue post Completion and any issues logged via Helpdesk.		IT preparing "Snagging List" based on open issues at Completion currently 2817.	Settlement Agreement signed and Actual Completion achieved. Post Completion Works, Outstanding Works and Snagging undertaken per agreed programme and to required standard.

Design

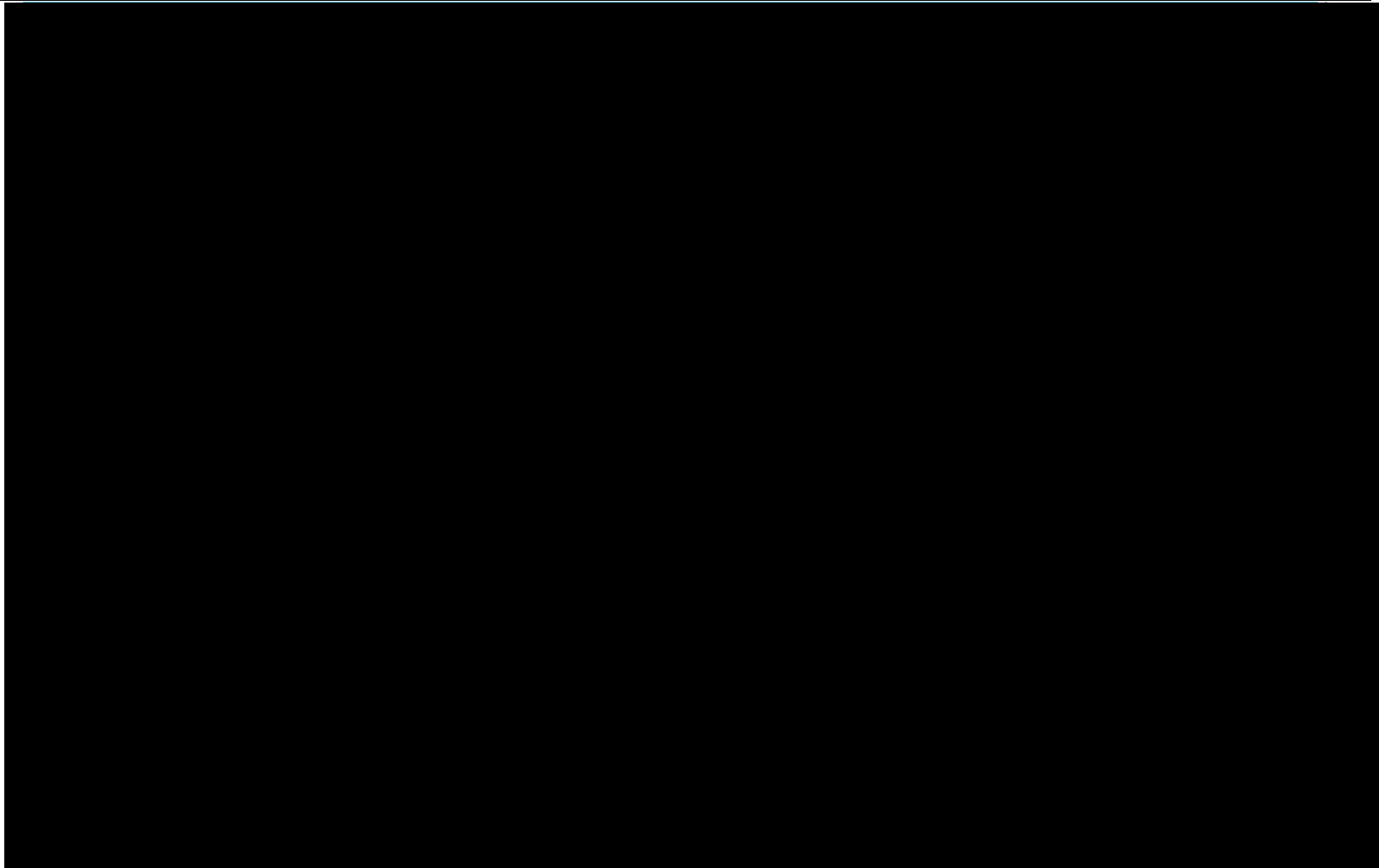
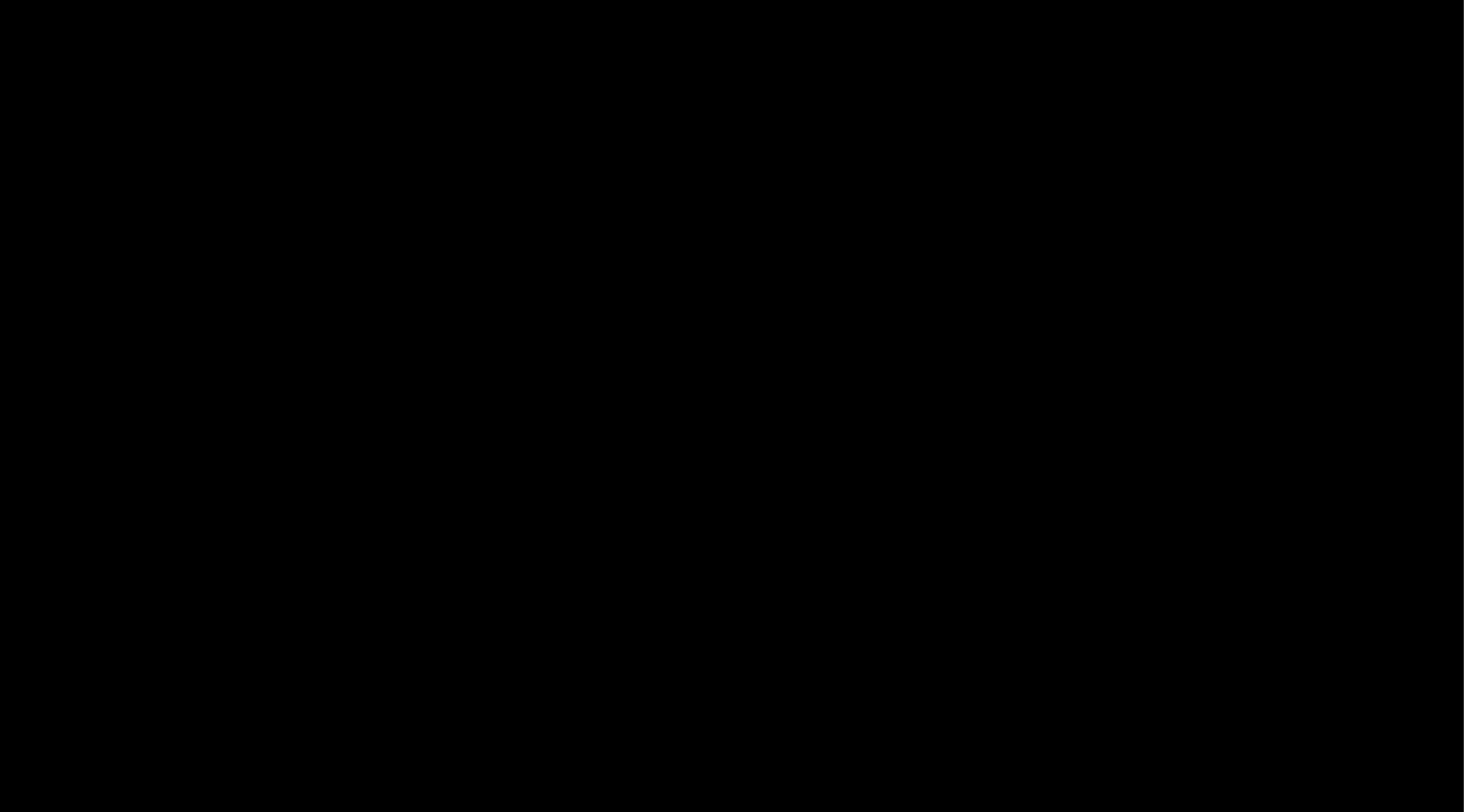
- We have completed the review of the observations made at previous room reviews to ascertain whether they have been actioned. Whilst many of the observations have been addressed there were a significant number that had not been addressed at the time of our reviews. In addition not all of observations made at the joint room reviews with Multiplex were recorded on Zutec. In undertaking this exercise we identified a number of new observations and these have been added to Zutec for Multiplex and their supply chain to action which they are now in the process of undertaking. We have agreed with Multiplex that the Project Team will do a sample of departments on each floor to confirm that the works have been completed to a satisfactory standard with Multiplex.
- The remaining internal signs are being installed following the final signage review
- Process for the handover of the keys has now been agreed
- The Project Team is continuing to work with Multiplex to address any outstanding queries

Health & Safety:

- Pedestrian safety remains a concern with long standing issues still to be resolved in key business areas. Risk of incident remains very high.
- Hospital Square final works package still to be finalised and agreed. Risk increase during construction works.

Logistics:

- Reduction in large vehicle numbers on site and remains well managed.
- PCI blue light route or bus service routes remain clear of issues while key resources are in place.
- Contractor Traffic Management Plans generally working well respecting blue light routes and NHSL core requirements.
- RHCYP deliveries management remains a real safety concern and currently sits at Red Risk status. Increased deliveries schedule will further increase risk.



ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened

[illegible]

ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
3811	Site Traffic	Site traffic associated with Hospital Square Works, Deliveries and migration results in congestion on Little France site, impeding live hospital services and construction progress.	NHSL Site Co-ordinator / Logistics Manager appointed and Little France Campus Working Group with all partners established. Traffic management across the whole site under LFCWG, attended by Project Co.	Satisfactory; controls adequately designed to manage risk and working as intended	[31/01/2019 11:46:04 Callum Gordon] Measures in place to date have not impeded operation of RIE. For monitoring during Commissioning Period and Hospital Square Works	Medium	4	Low	Currie, Brian	Alderson, Stephen	18/09/2015	31/01/2019