

## AGENDA

**Meeting Title:** RHSC + DCN Programme Board

**Date/Time:** 26 Nov 2018 / 14.30 – 16.30

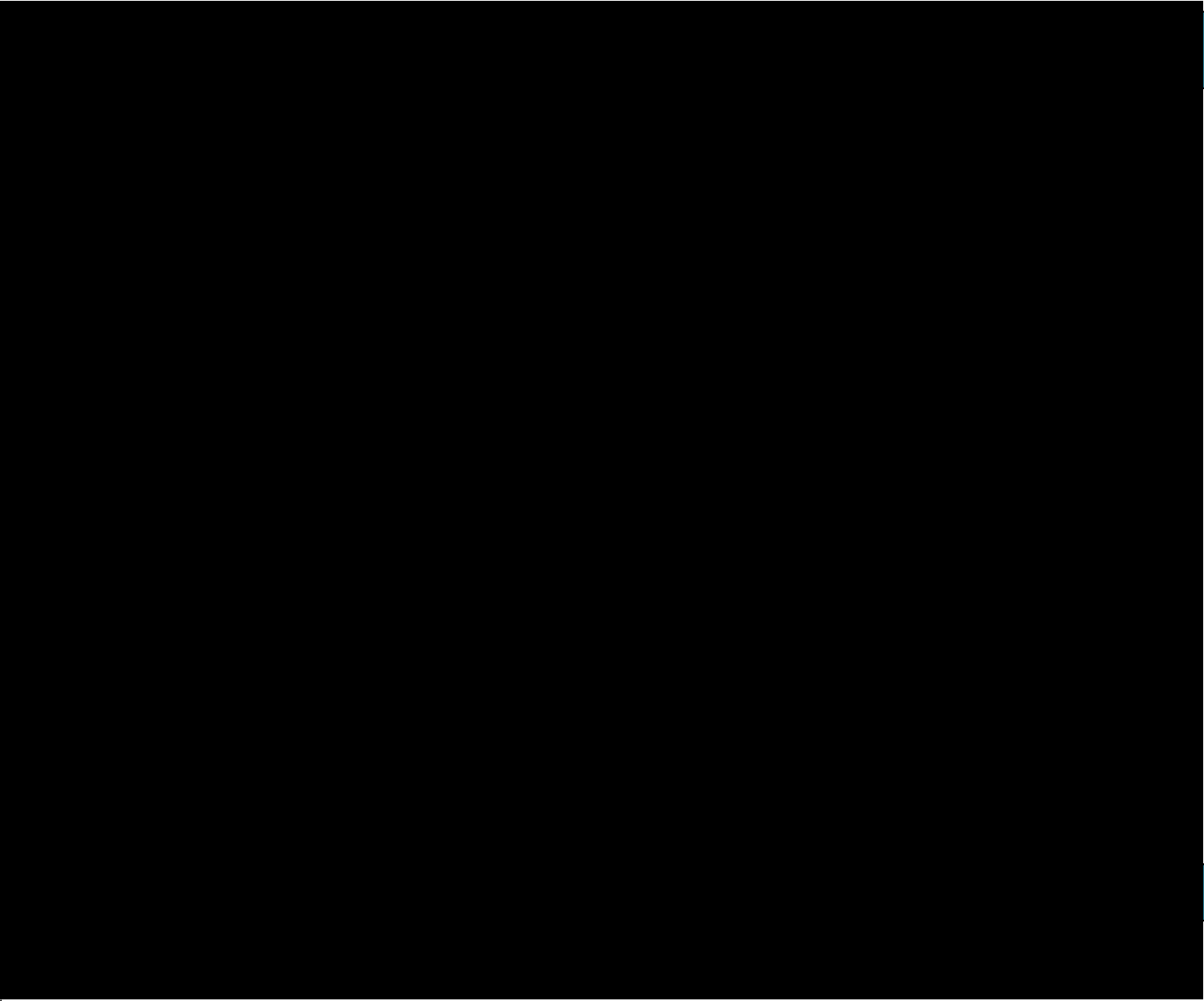
**Location:** MacKinlay Room, RHSC&DCN Project Office, Little France Crescent

<i>Item</i>	<i>Lead</i>
1. <b>Introductions / Apologies</b>	JC
2. <b>Previous Action Notes from 24 Sept 2018</b> - <i>Matters Arising</i>	JC
3. <b>Project Dashboard</b> ( <i>paper enclosed</i> )	BC
4. <b>Construction Progress and DRP Update</b> ( <i>verbal</i> )	BC
5. <b>Project Risk Register Update</b> ( <i>risk register enclosed</i> )	BC
6. <b>Commissioning Update</b>	JS
7. <b>Decommissioning Update</b>	JS
8. <b>RHSC Service Update</b>	JMcK
9. <b>DCN Service Update</b>	FH
10. <b>CAMHS Service Update</b>	DF
11. <b>Finance Update</b>	NB
12. <b>Upgrade of MRI Scanners to increase productivity</b>	JS
13. <b>Any Other Business</b>	
14. <b>Future Meeting</b> <i>TBC</i>	



Executive Summary 26 November 2018				
	Progress 	Blockage 	Clarification 	Next 
Time 		MPX sought “actual completion” of facility on 31 <sup>st</sup> October, 2018. Independent Tester unable to grant “actual completion” due to 74 outstanding matters.  <div></div> <div></div>	PCo/MPX to seek “actual completion” at a date to be determined.  Awaiting Hospital Square Contract, Cost and Programme from IHSL/MPX.	Board continue to work with PCo to close out 74 outstanding matters identified by IT.  <div></div>
Cost £		<div></div> <div></div> <div></div> <div></div>		“Commercial Agreement” to be concluded.
Quality 		Three major technical non compliances, identified by the IT, remain to be satisfactorily addressed by PCo: Drainage Auto Fire Detection Heater Batteries	3000+ open observations remain on Zutec (MPX electronic tracking system). IHSL have yet to confirm CDM arrangements post completion (this action has been outstanding for over 2 years)	Board Room Review team tasked with verifying on site closure of observations or not. Numerous remedial works require to be undertaken by IHSL/MPX – loading bay ramps, security hedging etc.

Design	
<ul style="list-style-type: none"> <li>Room reviews are complete except areas where specialist fit-out is required (eg imaging dept) or some of the areas being enhanced through one of the Art and Therapeutic projects.</li> <li>Will be starting a process of checking that observations made at room reviews and now recorded on Zutec have been actioned</li> <li>Key suiting exercise of checking every door and cupboard is nearing completion</li> <li>Internal signage now all installed and a final review has taken place to check signs have been installed as per schedule and to identify where any additional signage is required</li> <li>Continuing to respond to design queries from Multiplex</li> </ul>	



## RIE Health, Safety & Logistics

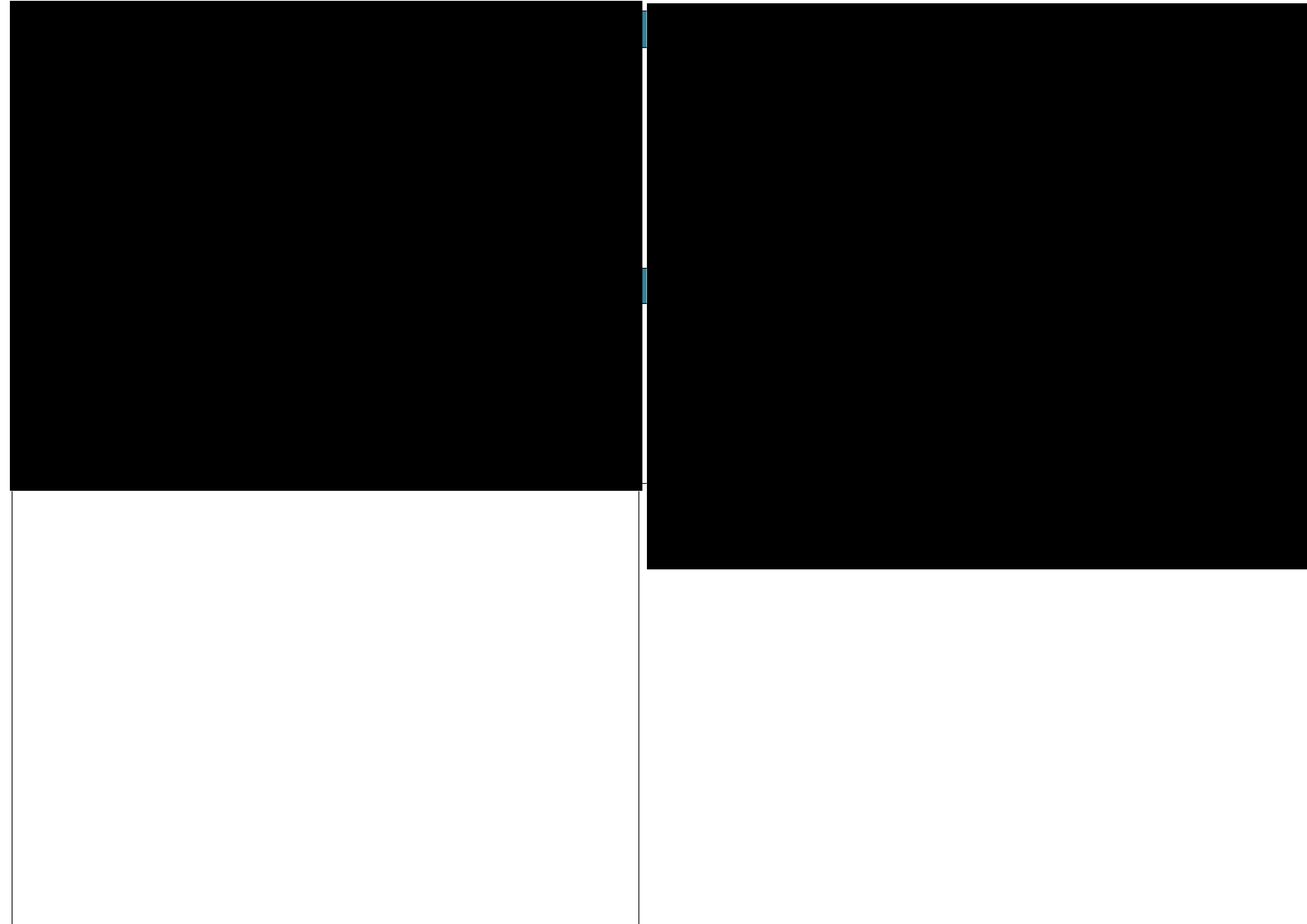
### Health & Safety:

- Pedestrian safety remains a concern with long standing issues still to be resolved in key business areas. Risk of incident remains very high.
- Access to with Service Yard B has control element on vehicle and pedestrian access. Continues to working well.
- Hospital Square final works package still to be finalised and agreed..

### 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.





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

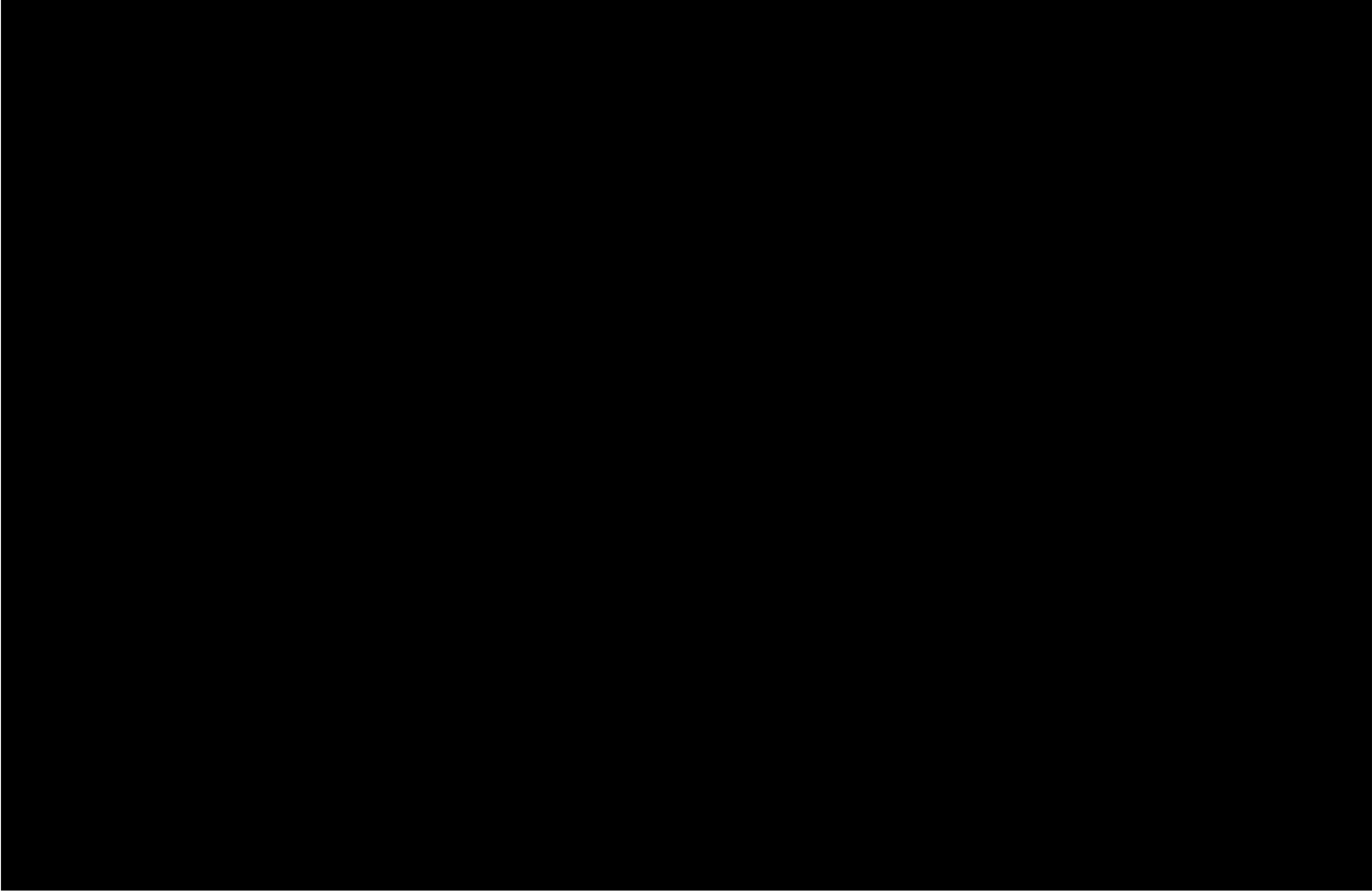
Ongoing dialogue with Glasgow service

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

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

ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
					[20/11/2017 14:28:03 Callum Gordon] No							

ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
					[03/02/2017 15:57:34 Callum Gordon] 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

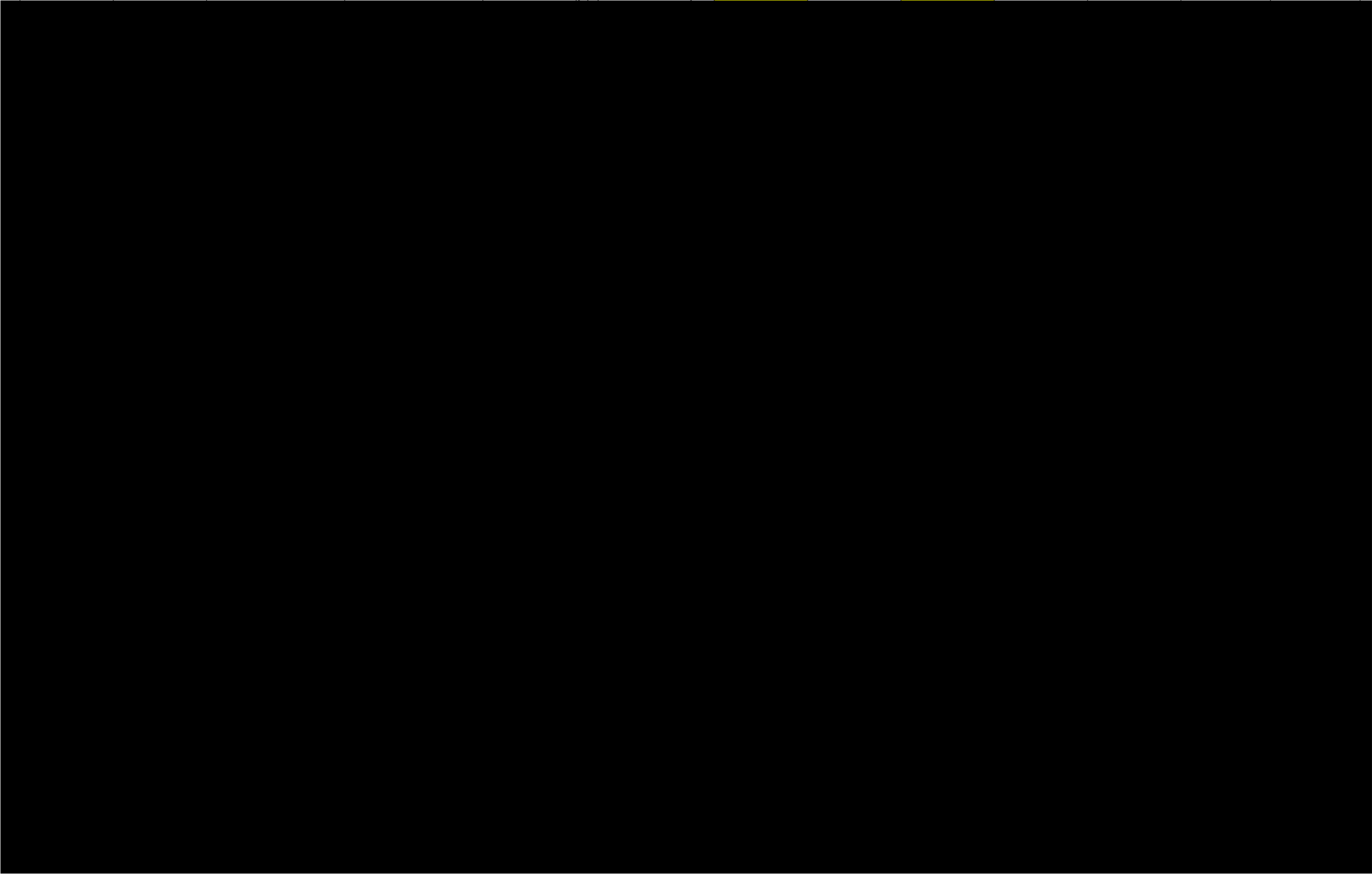


ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
4455	Project Co does not secure Temporary Occupation Certificate	<p>If Project Co fails to secure a Temporary Occupation Certificate, The Commissioning Team cannot transfer into RHCYP building and portacabins in Car Park E cannot be removed. This impacts on remediation work in the car park, to complete for hospital opening.</p> <p>It also adversely impacts on HFS being able to deliver into the building and requires temporary storage off site at cost to project.</p>	<p>Continuous dialogue with project co.</p> <p>Information and assurance sought.</p> <p>Standing item on Programme Review agenda.</p>	Inadequate; control is not designed to manage the risk and further controls & measures required to manage the risk		High	12	Low	Currie, Brian	Sansbury, Jackie	07/09/2018	07/09/2018



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

					[16/11/2018 10:54:41 Callum Gordon]							
--	--	--	--	--	-------------------------------------	--	--	--	--	--	--	--



ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
4408	3. Water Damage as a result of burst pipe	<p>Remedial works implented will not eliminate future defects caused by water damage resulting from burst pipe.</p> <p>Potential impact may not become apparent for some considerable time.</p>	<p>IT and IHSL themselves are acutely aware of the potential long term defects that may be directly attributable to the water damage and that additional monitoring is being undertaken where practicable and allowable within the terms of the PA.</p> <p>Project Co have advised that a Full building assessment including systems and FF&amp;E has been undertaken and adequate remedial works have been identified are underway.</p> <p>Infection Control Walkround to observe damage, repair methodology to eliminate microbiological impacts.</p> <p>NHS Project Team are observing, photographing and logging damage to ensure damage is resolved by Final Room Reviews.</p> <p>NHS Project Team are aware that the Independent Tester and Bouygues are monitoring the extent of remedial works</p>	Satisfactory; controls adequately designed to manage risk and working as intended	[28/06/2018 11:19:50 Callum Gordon] Risk opened	Medium		8 Medium	Curley, George	Davidson, Stuart	28/06/2018	
3811	Site Traffic	Increased NPD site traffic results in congestion on Little France site, impeding live hospital services and construction progress.	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	[18/09/2015 15:46:17 Darren Dryburgh] Date opened reflects the date the risk was transferred from Risk Register to Datix.	Medium		6 Low	Currie, Brian	Alderson, Stephen	18/09/2015	

ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
3833	Impact on RIE Productivity	NPD construction causes downtime in RIE accommodation availability, resulting in reduced service but no reduction in unitary charge costs.	Plan and communicate in advance all intended works and access to site co-ordinator for approval to be obtained before implementation. HAI Scribe principles to be adopted at all times.	Satisfactory; controls adequately designed to manage risk and working as intended		Medium		6 Low	Currie, Brian	Cunningham, Gillian	04/11/2015	
3933	Compression of Acceptance Plan by NHSL	Construction is behind schedule: Awaiting new programme	The revised programme is now available, with key dates for handover etc.  The programme is under constant review.	Satisfactory; controls adequately designed to manage risk and working as intended	[13/02/2017 14:09:19 Callum Gordon] The new programme is issued and key dates known. While a risk of RHSC & DCN Reprovision Team resource being outstripped by commissioning work required remains it is more quantifiable and timescales are now clear.	Medium		6 Low	Currie, Brian	Sansbury, Jackie	09/03/2016	13/02/2017
4266	Building being ready and equipped for occupancy	Since failing to meet October handover date, IHSL have not given a revised date for handover  Delays in Construction and building completion are delaying the programme. This causes significant uncertainty and attendant risk.	sighted on the issue.  Regular meetings with IHSL through regular Board to Board meetings and PMG.  Revised and realistic completion date of 31st October 2018 to be adopted as part of a negotiated settlement agreement.  Programming on duration rather than dates to identify critical path items and mitigate risk.	Satisfactory; controls adequately designed to manage risk and working as intended	[15/05/2018 09:15:11 Callum Gordon] Reviewed by Project Director and risk level reduced.	Medium		6 Low	Currie, Brian	Sansbury, Jackie	08/12/2017	15/05/2018

ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
4061	Delay in completion of construction and handover of building to NHSL: Operational and reputational risk.	The impact of sub contractors going into administration/liquidation, compounded by construction delays means that the buiding cannot be completed, handed over and occupied within the planned schedule (PA + FBC) concluding in September/October 2017	Delay has been communicated to all stakeholders and new Commissioning Period Dates distributed  Ongoing engagement with IHSL concerning revised construction and handover dates Engagement with services regarding optimal move dates which are now agreed Revision of all plans within dates Ongoing communication with public and NHSL workforce. This is now in the public domain and no adverse reputational risk has been detected	Satisfactory; controls adequately designed to manage risk and working as intended	[13/02/2017 14:13:20 Callum Gordon] Risk level and controls revised in light of established programme dates. [21/09/2016 10:49:03 Callum Gordon] 21/09/2016: Opportunities: The delay also confers some advantages. The risk of pharmacy commissioning not being complete on time has diminished. There is now more time for recruitment of workforce, selection and procurement of equipment etc.  Threats: Additional Project Team and costs and advisors fees will be incurred (No redress available).  Services will continue to occupy suboptimal facilities	Medium		6 Low	Crombie, Jim	Currie, Brian	21/09/2016	13/02/2017



ID	Title	Description	Controls in place	Adequacy of controls	Notes	Risk level (current)	Rating (current)	Risk level (Target)	Risk Owner	Handler	Date Opened	Opened
					[02/05/2018 09:33:46 Callum Gordon] In							

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