GIG CYMRU NHS WALES | Ymddiriedolaeth GIG Prifysgol Felindre
Velindre University NHS Trust

nVCC Project Scrutiny Sub-Committee
<u>Public Session</u>

MINUTES OF THE MEETING HELD
14th May 2026 at 10:00-11:00

Members Present:

Hilary Jones (HJ)	Independent Member (Chair)
Gareth Jones (GJ)	Independent Member
John Union (JU)	Independent Member

In attendance:

Carl James	Chief Executive Officer (Interim)
Anne Carey (AC)	Chief Operating Officer
Non Gwilym (NG)	Director of Corporate Governance (Interim)
Lauren Fear (LF)	Director of Place, Portfolio and Partnerships
Sarah Jenkins (SJ)	Executive Director of People and OD (Interim)
Vicki Oxley (VO)	Director of Strategy, Planning & Performance (Interim)
Mark Trumper (MT)	Senior Responsible Officer
Matthew Bunce (MB)	Executive Director of Finance
Annie Evans (AE)	Deputy Director of Nursing, Quality & Patient Experience
Nicola Hughes (NH)	Head of Transformation and Service Delivery
Matthew Jenkins (MJ)	Welsh Government Representative
Tessa Harper-Hughes (THH)	Secretariat

Apologies:

Jacinta Abraham	Executive Medical Director
Gillian Knight	Executive Director of Nursing, Allied Health Professionals and Health Science (Interim)
David Powell	Project Director, TCS
Kate Hannam	Divisional Director, VCS

1.0	**PRELIMINARY MATTERS**	
1.1	**Welcome & Introductions** *Hilary Jones, Committee Chair and Independent Member* The Chair welcomed all attendees to the meeting.	
1.2	**Apologies for Absence** *Hilary Jones, Committee Chair and Independent Member* Apologies were noted as detailed above.	
1.3	**In Attendance** *Hilary Jones, Committee Chai and Independent Member* Annie Evans attending for Gillian Knight Nicola Hughes attending for Kate Hannam	

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<tr><td>1.4</td><td>Declarations of Interest
Hilary Jones, Committee Chair and Independent Member

The Chair invited declarations of interest. No declarations were made beyond the standing declarations recorded in the Trust’s Register of Interests.</td><td></td></tr>
<tr><td>2.0</td><td>PROJECT DELIVERY</td><td></td></tr>
<tr><td>2.2</td><td>Communication and Engagement Update Report
Led by Non Gwilym, Director of Corporate Governance (Interim)

Item taken out of order – before 2.1

Key Points and Discussion
The Sub-Committee was advised that:
The Communications and Engagement Strategy is currently being refreshed
1) Strategic Alignment
Members were informed that the strategy is being developed alongside:
Operational readiness planning
The forthcoming integrated plan
NG emphasised that:
Alignment is critical to ensure:
Messaging reflects operational delivery
Engagement supports organisational readiness
2) Delivery Pressure and Planning Risk
The Sub-Committee was advised that:
The team is entering a significant delivery phase, with:
Increased demand expected once the integrated plan is finalised
NG confirmed that work is underway to:
Anticipate requirements and, position the team to respond quickly
3) CGI Delay – Detailed Discussion
The Sub-Committee discussed in detail:
The delay in CGI outputs
Members noted that:
These materials are critical to:
Public understanding
Staff engagement
Wider stakeholder communication</td><td></td></tr>
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	It was confirmed that: • The issue has been escalated and an update will be provided once available **4) Chair Challenge** The Chair challenged: • Whether the reliance on the integrated plan introduces risk that: ○ Communications may lag behind operational developments. In response, it was confirmed that: • A baseline communications approach is in place • Engagement activity is ongoing. However: • Full alignment will only be achievable once the integrated plan is confirmed The Sub-Committee: • **NOTED** the Communication and Engagement update report	
2.1	**nVCC Project Highlight Report** ***Led by Mark Trumper, nVCC SRO*** **Key points:** The Sub-Committee was advised that the overall project status remained AMBER, primarily due to ongoing quality considerations. Members were informed that: • The quality rating reflects the current position in relation to the coordinated Stage 4 design and matters identified through the Independent Tester (IT) process. • Issues identified by the IT are being managed through established processes and are subject to ongoing monitoring and rectification. • The Sub-Committee noted that: • Appropriate assurance arrangements remain in place, including on-site technical oversight and engagement with the Independent Tester. • Health and safety performance continues to be strong, with low incident levels and high observation activity. • Staff engagement activity remains ongoing, although feedback indicates that a proportion of staff do not feel sufficiently informed.	

	• Community benefits delivery remains on track overall, with some areas performing strongly and others requiring continued focus to meet contractual requirements. • The project continues to be delivered within budget, with limited use of contingency and no forecast overspend. • Programme reporting remains aligned to the current baseline, with updates expected in future reporting cycles. The Sub-Committee acknowledged the update and the assurance provided regarding management of quality and programme matters. **ACTION**: Examine feedback to understand the 32% figure with the aim of improving the reach and engagement The Sub-Committee: • **NOTED** the report and the continued AMBER status	NG
3.0	**STRATEGY**	
	No items	
4.0	**CONSENT ITEMS**	
4.1	**CONSENT FOR APPROVAL / ENDORSEMENT**	
	No items	
4.2	**CONSENT FOR INFORMATION / NOTING**	
4.2.1	**Internal Audit - nVCC Change Control** *Led by Mark Trumper, nVCC SRO* **Key Points:** • Substantial assurance confirmed • Process operating effectively The Sub-Committee: • **NOTED** the nVCC Change Control	
4.2.2	**nVCC Validation of Management Actions (Advisory)** *Led by Mark Trumper, nVCC SRO* **Key points:** • All actions completed The Sub-Committee: • **NOTED** the nVCC Validation of Management Actions (Advisory)	
4.2.3	**Draft nVCC Audit Plan 2026/27** *Led by Mark Trumper, nVCC SRO*	

	Key points: • Includes community benefits, readiness, and digital audits • Welsh Government Gateway Review confirmed The Sub-Committee: • **NOTED** the Draft nVCC Audit Plan ****ACTION**:** All nVCC Project audits to come to Sub-Committee as standard	**THH**
5.0	**STANDARD BUSINESS**	
5.1	**Minutes of the Sub-Committee Meeting held on 23rd April 2026** *Hilary Jones, Committee Chair and Independent Member* • To note on the minutes that the meeting on 23rd April took place at Velindre Cancer Centre with many members attending in person. • Matthew Jenkins only attended the Private meeting, therefore amend the Public minutes. The Sub-Committee: • **APPROVED** the minutes of the meeting held on 23rd April 2026, subject to the amendments above.	
5.2	**Action Log** *Hilary Jones, Committee Chair and Independent Member* **Actions 210 and 211:** deferred to June 18 meeting as agreed by the Chair **Action 214:** to close The Sub-Committee: • **APPROVED** the Action Log and the updates provided.	
6.0	**ANY OTHER BUSINESS**	
	Led by Hilary Jones, Committee Chair and Independent Member There was no other business raised	
7.0	**DATE & TIME OF NEXT MEETING**	
	The next meeting will be held on **Thursday, 18th June 2026,** 10:00-12:00 at Trust HQ and via MS Teams.	