

**nVCC Project Scrutiny Sub-Committee  
Public Session**

**MINUTES OF THE MEETING HELD  
19th March at 10:00-11:00  
via Microsoft Teams**

**Members Present:**

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

**In attendance:**

Sara Moseley (SM)	Trust Chair
Jacinta Abraham	Executive Medical Director
Anne Carey (AC)	Chief Operating Officer
Non Gwilym (NG)	Director of Corporate Governance (Interim)
Lauren Fear (LF)	Director of Place, Portfolio and Partnerships
Matthew Jenkins (MJ)	Welsh Government Representative
Mark Trumper (MT)	Senior Responsible Owner
Matthew Bunce (MB)	Executive Director of Finance
Kate Hannam (KH)	Divisional Director, VCS
Richard Skone (RS)	Deputy Medical Director
Tessa Harper-Hughes	Secretariat

**Apologies:**

Carl James	Chief Executive Officer (Interim)
Sarah Jenkins	Executive Director of People and OD (Interim)
Kathy Ikin	Deputy Director, Transformation, Planning and Performance
Carl Taylor	Chief Digital Officer

<b>1.0</b>	<b>PRELIMINARY MATTERS</b>	
<b>1.1</b>	<b>Welcome &amp; Introductions</b> <i>Hilary Jones, Committee Chair and Independent Member</i>  The Chair welcomed all attendees to the meeting.	
<b>1.2</b>	<b>Apologies for Absence</b> <i>Hilary Jones, Committee Chair and Independent Member</i>  Apologies were noted as detailed above.	
<b>1.3</b>	<b>In Attendance</b> <i>Hilary Jones, Committee Chair and Independent Member</i>  No additional attendees noted	

1.4	<p><b>Declarations of Interest</b>  <i>Hilary Jones, Committee Chair and Independent Member</i></p> <p>The Chair invited declarations of interest. No declarations were made beyond the standing declarations recorded in the Trust's Register of Interests.</p>	
2.0	<p><b>STANDARD BUSINESS</b></p>	
2.1	<p><b>Minutes of the Sub-Committee Meeting held on 24<sup>th</sup> February 2026</b>  <i>Hilary Jones, Committee Chair and Independent Member</i></p> <ul style="list-style-type: none"> <li>• GJ noted that CJ had been incorrectly listed as a <i>member</i> rather than <i>in attendance</i>.</li> <li>• Action log reference: Page 3 referred to the committee “returning to the action log at the end of the meeting,” which did not occur. This statement will be updated for accuracy.</li> <li>• Project status rating discussion: GJ queried whether the previous discussion on the project’s status—Amber vs Amber-Red—had been captured. NG agreed to review the recording and confirm whether the discussion occurred in the public or private meeting.</li> <li>• GJ raised that the Terms of Reference endorsement recorded in the minutes may not reflect that the Sub-Committee wished to incorporate comments discussed at the prior meeting. NG noted that the agenda item was on the meeting agenda and provide opportunity for discussion.</li> </ul> <p>The Sub-Committee <b>APPROVED</b> the minutes of the meeting held on 24<sup>th</sup> February 2026 subject to the corrections noted.</p>	
3.0	<p><b>PROJECT DELIVERY</b></p>	
3.1	<p><b>nVCC Project Highlight Report</b>  <i>Led by Mark Trumper, nVCC SRO</i></p> <p>MT presented the Project Highlight Report. Key points noted:</p> <p><b>Overall Programme Position</b></p> <ul style="list-style-type: none"> <li>• The overall RAG status remains Amber, primarily influenced by programme pressures.</li> <li>• A revised Programme to Complete from SACYR had been received on Friday. The project team is reviewing the proposed timelines and will bring forward the assessed position to a future committee.</li> <li>• Despite tight timelines, the contractor remains confident in delivering the scheme on schedule, both in their January reporting and in the newly submitted programme.</li> </ul> <p><b>Authority Obligations</b></p> <ul style="list-style-type: none"> <li>• Authority-side enabling works have progressed strongly, with National Grid power established on site, a key</li> </ul>	

milestone often subject to unpredictability.

- All enabling works in the Asda area have been completed.

#### **Quality & Health and Safety**

- The report included detailed metrics on health & safety observations, issues and actions. The Chair noted the continued strong emphasis on safety management.

#### **Communications and Community Benefits**

- Extensive staff and community engagement activity continues.
- Community benefits reporting still reflects the original metrics; newly agreed Board changes will be incorporated in future cycles.

#### **Welsh Government Engagement and Social Value Queries**

- JU asked whether revised community benefit targets had been confirmed with Welsh Government. MT confirmed that WG approval had been secured at both departmental and Ministerial level prior to Board approval.
- GJ queried potential procurement implications of altering social value requirements. MT clarified that SACYR are delivering £600k additional social value, and changes result from refined definitions—not reduced expectations—therefore posing no procurement risk.

#### **Sub-Committee Request**

- The Chair asked for trend indicators beneath RAG dials to show direction of travel (improving, worsening, static). MT agreed to implement this in future reports.

#### **Finance Report**

MT highlighted the financial position at the end of January 2026.

#### **Contingency / QRA Position**

- The project's QRA (contingency) now stands at £12.8m, reduced from £17m after £5m was returned following successful risk mitigation.
- Graphs presented show the difference between allocated and drawn-down QRA, with the project currently maintaining healthy headroom.

#### **Financial Risks**

- Equipment procurement costs pose a developing risk due to global geopolitical factors affecting manufacturing and supply chains.
- A late programme overrun (not currently forecast by SACYR) would also place pressure on costs; however, contractual compensation events may provide relief in certain circumstances.

#### **Quarterly Review with Welsh Government**

- The QRA is assessed monthly, with a detailed Welsh Government review quarterly.
- The latest WG review (January) confirmed no material change in the risk profile that would justify further returns of QRA at this stage.

GJ queried typical patterns in QRA usage nearing completion. MT

	<p>explained that contingency corresponds to specific risk categories rather than a single generic pot; utilisation depends entirely on risk occurrence rather than predictable timing.</p> <p><b>Programme Update – Milestone Tracker</b>  MT presented the programme tracker, noting:</p> <ul style="list-style-type: none"> <li>• Current RAG indicators reflect Revision 2 (June 2025) of the programme. Delays marked red relate to historic late delivery, even where activities are now complete.</li> <li>• Revision 3, expected to be the final construction baseline, is undergoing review and will be integrated into reporting once due diligence is complete.</li> <li>• Verbal assessment may be possible at the next committee, but formal reporting will follow in the March report due to submission cycles.</li> </ul> <p>Due to the strategic and commercially sensitive nature of programme forecasting, further discussion was deferred to the private session.</p> <p><b>**ACTION**:</b></p> <ul style="list-style-type: none"> <li>• Trend indicators beneath RAG dials, showing direction of travel, to be implemented in future reports.</li> </ul> <p>The Sub-Committee</p> <ul style="list-style-type: none"> <li>• <b>NOTED</b> the nVCC Project Highlight Report for the month of January 2026 and the Project status of <b>AMBER</b>.</li> </ul>	<p><b>MT</b></p>
<p><b>3.2</b></p>	<p><b>Communication and Engagement Update Report</b>  <i>Led by Non Gwilym, Director of Corporate Governance (Interim)</i></p> <p>NG summarised recent communications activity and referred to the written update.</p> <p>The Sub-Committee raised the following:</p> <ul style="list-style-type: none"> <li>• Recent visits by Chairs and Chief Executives, and engagement with Northern Meadows communities, were not included in the written update. NG confirmed this was a timing issue and will be included in the next report.</li> <li>• SM emphasised the need for a more strategic, coordinated communications approach, particularly recognising recent misunderstanding among system partners about project progress.</li> <li>• MB requested inclusion of material regarding the Strategic Partnership Board with Varian, and the communications opportunities linked to site visits and new radiotherapy solutions.</li> <li>• LF highlighted recent engagement at the South East Cancer Programme Board, where there was strong interest in the MIM model and Project Co arrangements; a slide deck is available for wider system use.</li> </ul>	

	<ul style="list-style-type: none"> <li>Members called for a clear plan that sets out stakeholders, messages, channels and sequencing to avoid overwhelming the project team with visits while maximising system understanding.</li> </ul> <p>The Chair summarised that a refreshed communications and engagement plan is now required to reflect the project phase and readiness for operational planning.</p> <p><b>**ACTION**:</b></p> <ul style="list-style-type: none"> <li>Provide a refreshed communications and engagement plan, as above</li> </ul> <p>The Sub-Committee</p> <ul style="list-style-type: none"> <li><b>NOTED</b> the Communication and Engagement update report.</li> </ul>	<b>NG</b>
<b>4.0</b>	<b>CONSENT ITEMS</b>	
<b>4.1</b>	<b>CONSENT FOR APPROVAL / ENDORSEMENT</b>	
<b>4.1.1</b>	<p><b>nVCC Project Scrutiny Sub-Committee Terms of Reference</b></p> <p>NG presented the updated Terms of Reference for final endorsement.</p> <p>Amendments agreed</p> <ul style="list-style-type: none"> <li>Remove references requiring scrutiny of external commissioner or political environment, limiting the remit to Trust-level governance.</li> <li>Policy/legislative compliance section to be reworded to: <i>“conducted in line with Trust requirements and within the Trust’s governance framework.”</i></li> <li>Wiring diagram in the appendix to be reviewed outside the meeting, as its depiction of decision-making authority did not fully reflect the intended structure.</li> </ul> <p><b>**ACTION**:</b></p> <ul style="list-style-type: none"> <li>NG to make amends above and to circulate the TOR in advance of Board approval.</li> </ul> <p>The Sub-Committee</p> <ul style="list-style-type: none"> <li><b>ENDORSED</b> the nVCC Project Scrutiny Sub-Committee Terms of Reference subject to the amends above</li> </ul>	<b>NG</b>
<b>4.2</b>	<b>CONSENT FOR INFORMATION / NOTING</b>	
<b>4.2.1</b>	<p><b>Examining decision-making for the new Velindre Cancer Centre report</b></p> <p>The Chair invited comments on the Audit Wales report, presented</p>	

	<p>for information.</p> <ul style="list-style-type: none"> <li>• GJ confirmed the report had been discussed at Audit Committee on 3 March, noting that Audit Wales concluded governance arrangements supporting key decisions were sound.</li> <li>• Only four recommendations were made—two for Welsh Government, two for the Trust.</li> <li>• MT and MB confirmed Trust responses have been submitted, with one action fully complete and one longer-term operational recommendation underway.</li> </ul> <p>The committee welcomed the positive assurance.</p> <p>The Sub-Committee</p> <ul style="list-style-type: none"> <li>• <b>NOTED</b> the report</li> </ul>	
<b>5.0</b>	<b>STANDARD BUSINESS</b>	
<b>5.1</b>	<p><b>Action Log</b>  <i>Hilary Jones, Committee Chair and Independent Member</i></p> <p>The Chair and NG noted that the action sheet displayed in the meeting bundle showed only closed actions due to a technical upload issue. NG will circulate the updated open action log following the meeting, ensuring all items from the February minutes are captured.</p> <p>The Chair confirmed she was comfortable that operational follow-up had occurred despite the administrative omission.</p> <p><b>**ACTION**</b>: Secretariat to circulate updated open action log.</p>	<b>Secretariat</b>
<b>6.0</b>	<b>ANY OTHER BUSINESS</b>	
	<p><i>Led by Hilary Jones, Committee Chair and Independent Member</i></p> <p>There was no other business raised</p>	
<b>7.0</b>	<b>DATE &amp; TIME OF NEXT MEETING</b>	
	<p>The next meeting will be held on <b>Thursday, 23<sup>rd</sup> April 2026</b> at 10:00-12:00 at Velindre Cancer Centre. <b>Room details to follow</b></p> <p>Directly following the 23<sup>rd</sup> April Private meeting, a site walk-through of the new Velindre Cancer Centre has been arranged.</p>	