

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

**MINUTES OF THE MEETING HELD**  
**20th November 2025 at 10:00-11:20**  
**via Microsoft Teams**

**Members Present:**

Hilary Jones (HJ)	Independent Member (Chair)
Gareth Jones (GJ)	Independent Member
John Union (JU)	Independent Member (Finance)
Sara Moseley (SM)	Trust Chair

**In attendance:**

Carl James (CJ)	Chief Executive Officer (interim) / Executive Director of Strategic Transformation, Planning & Digital
Anne Carey (AC)	Chief Operating Officer
Lauren Fear (LF)	Director of Place, Portfolio and Partnerships
Nicola Williams (NW)	Executive Director of Nursing, AHP's & Medical Scientists
Non Gwilym (NG)	Interim Director of Corporate Governance
Matthew Jenkins (MJ)	Welsh Government Representative
Mark Trumper (MT)	Senior Responsible Owner
Matthew Bunce (MB)	Executive Director of Finance
Sarah Jenkins (SJ)	Interim Executive Director of People and OD
Kate Hannam (KH)	Divisional Director, VCS
Olayinka Sokoya	Executive Support Assistant / Secretariat

**Apologies**

Dr Jacinta Abraham (JA)	Executive Medical Director
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1.0	PRELIMINARY MATTERS	ACTION
1.1	<b>Welcome &amp; Introductions</b> <i>Led by Hilary Jones, Sub-Committee Chair and Independent Member</i>  The Chair welcomed all attendees to the meeting.	
1.2	<b>Apologies for Absence</b> <i>Led by Hilary Jones, Sub-Committee Chair and Independent Member</i>  Apologies were noted as detailed above.	
1.3	<b>In Attendance</b> <i>Led by Hilary Jones, Sub-Committee Chair and Independent Member</i>  The Chair welcomed John Union to his first meeting and encouraged his full participation.	
1.4	<b>Declarations of Interest</b> <i>Led by Hilary Jones, Sub-Committee Chair and Independent Member</i>  The Chair invited declarations of interest. No declarations were made	

	beyond the standing declarations recorded in the Trust's Register of Interests.	
<b>2.0.</b>	<b>STANDARD BUSINESS</b>	
<b>2.1</b>	<p><b>Minutes of Previous Sub-Committee Meetings held on 21st October 2025</b>  <i>Led by Hilary Jones, Sub-Committee Chair and Independent Member</i></p> <p>The Sub-Committee <b>APPROVED</b> the minutes of the meeting held on 21st October 2025 as an accurate record of the meeting.</p>	<b>Secretariat</b>
<b>2.2</b>	<p><b>Matters Arising from the Minutes of the Meeting 18<sup>th</sup> September 2025</b></p> <p>The following points were noted:</p> <ol style="list-style-type: none"> <li>i. Complaints regarding on-street parking were raised. It was confirmed that there had been no change in policy: contractors have never been permitted to park on the Whitchurch site. Enforcement action was taken, and 50 on-site spaces were introduced under a permit scheme.</li> <li>ii. CJ acknowledged recent complaints about noise and disruption, confirmed the impact on the local community, noted that the Chair will meet with community representatives, emphasised that the number of complaints is low and that most noisy construction is nearing completion. Ongoing concerns will be managed through established channels. MT confirmed that noise levels remain within planning consent limits, with acoustic monitoring reported monthly. He acknowledged the disruption, apologised to residents, and reiterated efforts to complete the phase promptly.</li> <li>iii. Sacyr continues to engage with immediate stakeholders and respond to issues as they arise. Communications are directed to local stakeholders and councillors to ensure accurate messaging, including responses to media reports published without prior comment or correction.</li> </ol>	
<b>2.3</b>	<p><b>Action Log</b>  <i>Led by Hilary Jones, Sub-Committee Chair and Independent Member</i></p> <p>The Sub-Committee considered the Action Log, and the following updates were noted:</p> <ul style="list-style-type: none"> <li>- <b>Action 200:</b> CJ reported on a recent executive discussion regarding rescoping dependencies regarding the nVCC where a general agreement was reached. Further discussions are planned to potentially widen the nVCC sub-committee scope. The aim is to enact changes by the next meeting on 18th of December 2025.</li> <li>- <b>Action 201:</b> Following the discussion about the expectations for the reporting of the interdependencies, operational teams are working through interdependency milestones and a further update will be provided at the next meeting.</li> </ul>	<b>AC</b>



	<p>understanding that if unforeseen issues arise, financial support could be revisited.</p> <p>viii. The contractor's community benefit obligations are being met, with ongoing reporting to both the Trust and Welsh Government.</p> <p>ix. The Sub-Committee questioned the significance of the RAG status being close to red and requested for clearer narrative in future reports to explain the risks and mitigation actions. MT confirmed the risk is material and explained the loss of contingency and repeated slippage.</p> <p>x. The Sub-Committee asked about the knock-on effects of delayed milestones, such as the ground floor slab, on subsequent construction elements. MT explained that only the contractor can issue revised Programmes, so the Trust cannot show these effects in their own reporting.</p> <p>xi. The Sub-Committee asked about the frequency of programme revisions. MT clarified that the contractor is not obliged to issue revised programmes at defined intervals, and the contract limits the Trust's ability to intervene before the end date.</p> <p>xii. The Sub-Committee expressed frustration over the contractor's lack of transparency and reluctance to share problems early. MT described recent meetings aimed at improving openness and collaboration.</p> <p>xiii. The Sub-Committee asked for Mark's confidence in the contractor's ability to make up lost time. MT stated that while mitigation measures are in place, the ability to recover time is diminishing, and the main risk is loss of quality due to schedule pressure.</p> <p>xiv. The importance of clear communication about project variations to staff and the wider community, especially as the project progresses was highlighted.</p> <p>xv. The Sub-Committee asked for regular updates on the contractor relationship and progress in future meetings. MT agreed to continue reporting on this.</p> <p>xvi. It was emphasized that the Trust's priority is timely delivery and quality, not financial penalties, and that continued collaboration is essential to achieving project goals.</p> <p><b>**ACTION**:</b> Clearer narrative to be provided in future reports to explain the risks and mitigation actions, as well as regular updates on the contractor relationship and progress at future meetings.</p> <p>The Sub-Committee <b>NOTED</b> the nVCC Project Highlight Report for the month of September 2025 and the Project status of <b>AMBER</b>.</p>	<p><b>MT</b></p>
<p><b>3.2</b></p>	<p><b>Communication and Engagement Update Report</b> <i>Led by Non Gwilym, Interim Director of Corporate Governance</i></p> <p>NG presented the Communication and Engagement update, highlighting key activities over the reporting period. The following were the key points raised in discussion:</p> <p>i. There has been strong patient engagement and successful topping out ceremony.</p>	



	<ul style="list-style-type: none"> <li>ii. Concern was raised about low public attendance at resident drop-in events, questioning their effectiveness and suggesting a review of engagement methods and NG assured the committee that the community is aware of the events, multiple communication channels exist.</li> <li>iii. MT emphasized the importance of continuing drop-in sessions to maintain open opportunities for community questions, suggesting low attendance may reflect effective information dissemination.</li> <li>iv. The Sub-Committee agreed to keep multiple engagement routes open and adapt strategies as needed, especially around project milestones or unusual activities.</li> </ul> <p>The Sub-Committee <b>NOTED</b> the Communication and Engagement update report.</p>	
<b>4.0</b>	<b>PROGRAMME DELIVERY</b>	
<b>4.1</b>	<p><b>Interdependencies Report</b> <i>Led by Anne Carey, Chief Operating Officer</i></p> <p>The Sub-Committee noted that there was no new interdependencies report this month because the VCS Futures Programme operates on a bimonthly cycle, while the Sub-Committee meets monthly. This timing is intentional to allow programmes sufficient time to complete work and provide meaningful updates.</p> <p>The preference was for a more substantial report would be presented on a bimonthly basis and assurance was provided to the Sub-Committee that milestones would be included in the next report.</p> <p>The Sub-Committee acknowledged the proposal but raised the issue of whether the bimonthly reporting cycle provides enough assurance for the Sub-Committee, suggesting this matter should be discussed further in an upcoming meeting.</p> <p>The Sub-Committee agreed to defer further discussion on the reporting cycle and assurance to a future meeting.</p> <p><b>**ACTION**:</b> As the VCS Futures Programme Board meetings are bi-monthly, the Sub-Committee to discuss the Interdependencies Report assurance requirements and frequency of reporting.</p>	<b>AC</b>
<b>5.0</b>	<b>CONSENT ITEMS</b>	
<b>5.1</b>	<p><b>Consent for Approval / Endorsement</b> The Sub-Committee <b>NOTED</b> there were no items for Approval / Endorsement.</p>	
<b>5.2</b>	<p><b>Consent for Information / Noting</b></p> <p>The Sub-Committee <b>NOTED</b> there were no items for Information / Noting.</p>	



<b>6.0</b>	<b>ANY OTHER BUSINESS</b>	
	There was no other business raised.	
<b>7.0</b>	<b>MEETING REFLECTIONS</b>	
	<p>There were no meeting reflections raised.</p> <p>The Sub-Committee Chair expressed their thanks to Sarah Morley for her contributions to the Sub-Committee.</p> <p>The Sub-Committee expressed their gratitude to Sarah Morley for her dedicated years of support and contributions, acknowledging this meeting as her final one before retirement. SFM confirmed her retirement and conveyed her appreciation to the Sub-Committee.</p>	
<b>8.0</b>	<b>DATE &amp; TIME OF NEXT MEETING</b>	
	The next meeting will take place on <b>Thursday, 18th December 2025</b> at 10:00-12:00 via Microsoft Teams online.	
<b>9.0</b>	<b>CLOSE</b>	
	HJ formally closed the meeting, expressing thanks for all contributions.	

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