

TCS Programme Scrutiny Committee
Public Session

MINUTES OF THE MEETING HELD

25th January 2024 at 15.50 – 16.00

Meeting Room, Trust Headquarters, Nantgarw
(via Teams)

Members Present:

Stephen Harries (SH)	Independent Member (Chair)
Hilary Jones (HJ)	Independent Member
Gareth Jones (GJ)	Independent Member
Vicky Morris (VM)	Independent Member

In attendance:

Carl James (CJ)	Executive Director of Strategic Transformation, Planning & Digital
Matthew Bunce (MB)	Executive Director of Finance
Lauren Fear (LF)	Director of Corporate Governance and Chief of Staff
Nicola Williams (NW)	Executive Director of Nursing, AHP's & Medical Scientists
Non Gwilym (NG)	Communications and Engagement Director
Jessica Corrigan (JC)	Secretariat / Business Support Officer

Apologies:

Professor Donna Mead (DM)	Trust Chair
Steve Ham (SHam)	Trust Chief Executive
Dr Jacinta Abraham (JA)	Executive Medical Director
Sarah Morley (SM)	Executive Director of OD & Workforce
Gavin Bryce (GB)	Associate Director of Programmes
Rachel Hennessy	Interim Director, Velindre Cancer Centre
Cath O'Brien (COB)	Chief Operating Officer
David Powell (DP)	nVCC Project Director
Mark Ash (MA)	Assistant Project Director, TCS
Carys Jones (CJones)	Senior Programme Delivery & Assurance Manager
Cory Davies (CD)	TCS Project and Programme Co-ordinator

1.0	STANDARD BUSINESS	ACTION
1.1	Welcome & Introductions <i>Led by Stephen Harries, Chair and Independent Member</i> SH welcomed attendees to the meeting.	
1.2	Apologies for Absence <i>Led by Stephen Harries, Chair and Independent Member</i> Apologies were noted as above.	

1.3	<p>Declarations of Interest <i>Led by Stephen Harries, Chair and Independent Member</i></p> <p>No declarations of interest were received.</p>	
1.4	<p>Minutes of the Sub-Committee Meeting held on 23rd November 2023 <i>Led by Stephen Harries, Chair and Independent Member</i></p> <p>It was confirmed SH had further discussions outside of the TCS Programme Scrutiny Sub-Committee regarding the communication and engagement paper being received at each meeting. It was confirmed to ensure the public and TCS Programme Scrutiny Sub-Committee are kept sighted of the communication and engagement activities each month, the paper will continue to be brought to the monthly TCS Scrutiny Sub-Committee meetings.</p> <p>The TCS Programme Scrutiny Sub-Committee APPROVED the minutes held on the 23rd November 2023 as an accurate record.</p>	
1.5	<p>Action Log <i>Led by Stephen Harries, Chair and Independent Member</i></p> <p>All open actions relating to the Programme Tranche report will be addressed following completion of nVCC Business Case.</p> <p>The closed actions were approved.</p> <p>Action 151: Remains open, no update was received.</p> <p>The TCS Programme Scrutiny Sub-Committee APPROVED the Action Log.</p>	
2.0	<p>PROGRAMME GOVERNANCE</p>	
2.1	<p>Communications & Engagement <i>Led by Non Gwilym, Assistant Director of Communications</i></p> <p>The TCS Programme Scrutiny Sub-Committee NOTED the Communications and Engagement paper.</p>	
2.2	<p>TCS Programme Finance Report <i>Led by Mark Ash, Assistant Project Director</i></p>	



	<p>The TCS Programme Finance report outlines the spend against budget as at 31st December 2023.</p> <p>The year-to-date spend for the TCS Programme is £15.412m Capital and £0.566m revenue, with a forecast expenditure for the current financial year of £18.834m Capital and £0.785m Revenue against budgets of £16.462m and £0.785m respectively.</p> <p>The overall forecast outturn for the Programme is an overspend of £3.157m for the financial year 2023-24 against a budget of £16.4622m.</p> <p>Capital funding has not been allocated for the FBC phase of the nVCC Project for this financial year. The funding request for c£2.800m made to Welsh Government will be increased to c£3.140m.</p> <p>Capital funding of £0.898m (including VAT) for the Advanced Works Agreement for the nVCC Project was allocated by Welsh Government on 9th January 2024.</p> <p>Revenue funding has been allocated for Project Delivery and Judicial Review elements of the nVCC project for this financial year from the interest incurred by the Escrow account. This supersedes the proposed funding request of £0.041m which was to be made to the Trust.</p> <p>The TCS Programme Scrutiny Sub-Committee NOTED the financial position for the TCS Programme and Associated Projects for 2023-24 as at 31st December 2023.</p>	
3.0	PROGRAMME DELIVERY	
3.1	<p>Programme Director's Report <i>Led by Carl James, Executive Director of Strategic Transformation, Planning and Digital</i></p> <p>The Programme Directors Report for January was withdrawn from the TCS Programme Scrutiny Sub-Committee.</p>	
4.0	PROJECT DELIVERY	
4.1	<p>nVCC Planning and Commercial Audits <i>Led by Mark Ash, Assistant Project Director</i></p> <p>The nVCC Planning and Commercial Audit paper highlights the report classification confirmed as reasonable assurance.</p> <p>The nVCC Planning and Commercial Audit has already been to Audit Committee.</p>	



	The TCS Programme Scrutiny Sub-Committee NOTED the nVCC Planning and Commercial audits.	
5.0	ANY OTHER BUSINESS	
	There were no additional items of business brought for discussion.	
6.0	REVIEW OF THE MEETING	
	There were no additional comments or questions.	
7.0	DATE & TIME OF NEXT MEETING	
	The next meeting of the TCS Programme Scrutiny Sub-Committee will be held on Friday 1 st March at 10.00 – 11.30am in the Meeting Room, Velindre Headquarters.	
8.0	CLOSE	
	<p>The Board is asked to adopt the following resolution:</p> <p>That representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960 (c.67).</p>	