



NATIONAL CITIZEN SERVICE TRUST

OFFICIAL

Minutes of a meeting of the Board of directors held by teleconference at 5:15 pm on Thursday 22 February 2021

Present*:	Brett Wigdortz (Chair)	Mark Gifford (CEO)
	Paul Cleal	Jacquie Nnochiri
	Ndidi Okezie	John Maltby
	Ian Livingstone	Lord Iain McNicol
	Tristram Mayhew	Ashley Summerfield
	Nick Hurd	Deborah Tavana
	Ahmed Ibrahim (Youth rep.)	Hannah McLellan (Youth rep.)
	Sarah Knight (Secretary)	
In attendance	Natalie Perera	Michael Devlin (Director of Governance and Delivery)
	Anna Kittow	Lizzie Hanna - item 2
	Miriam Jordan Keane - item 2	Naim Moukarzel - item 2
	Amanda Best - item 2	Nick Smith (Head of Strategy) - item 2
	Nick Smith - item 2	Simon Sharkey Woods - item 2
Apologies:	Dean Creamer (Govt' rep., observer)	

*all by teleconference

1. Welcome and declarations of conflicts of interest

- 1.1 Mr Wigdortz welcomed the Board members to the meeting. No conflicts of interest were declared.
- 1.2 Items of other business, 1) the Trust's Going Concern assessment and 2) the Community Interest Company funds transfer (item 3 of the agenda) were discussed first, before moving on to the main business of the meeting, the Spring Review submission. Ms Okezie arrived late joining during the Spring Review session having sent apologies in advance, and Ms Perera was required to leave 30 minutes early at 6pm.

2. Spring Review submission

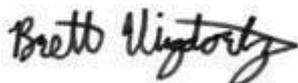
- 2.1 The Board members were updated on recent developments and conversations regarding the Spring Review. Timelines were outlined, which involved an initial submission to DCMS the upcoming Friday 26th March, and a full submission on Friday the 12th March. The Executive presented initial recommendations, which took on board feedback that had been received at the Board meeting on 28th January, had been developed by colleagues across the business, and which had also taken into account the views of Young People.
- 2.2 Feedback had been sought from DCMS this morning, 22nd February, and a debrief of this meeting was provided.
- 2.3 Key tenets and "red lines" were shared and discussed, with a key emphasis on Young People and what NCS could do to support Government's key priorities including "levelling up", skills and employability.

3. Any other business

- 3.1 Community Interest Company (CIC): The current status of funds held by the Trust on behalf of the CIC was discussed. The CIC wished to use its reserved funds, consisting of parental donations, to fund projects to benefit young people. The Executive was working closely with DCMS on the matter who had confirmed their support (*note: in the days following this meeting, HM Treasury's support for the transaction was also obtained*). It was acknowledged that the Trust did not own the funds and was obliged to transfer them. An approach was agreed which would allow the Trust to fulfil its legal obligation to the CIC through moving the funds via a transfer schedule. The Board noted and was pleased that the CIC intended to use the funds to enhance the reputation of the NCS programme and to further the objectives and development of similar programmes focused on youth.
- 3.2 The Board approved the approach proposed.
- 3.3 Going Concern:
Mr Cleal introduced the topic of the status of the Trust as a Going Concern. Prior to the meeting the Board had been sent draft wording confirming that the Trust is a Going Concern which had been drafted by members of the Audit and Risk Committee and discussed with both NAO and DCMS. A summary of background to the issue was provided to the Board members.
- 3.4 The Board considered the matter and, by resolution, confirmed the position of the Trust as a Going Concern and approved the wording proposed by the Audit and Risk Committee describing same.

The meeting closed at 6:30 pm.

These minutes were approved as a correct and complete record of the proceedings by the Board at its meeting on 17 March 2021, and signed by the chairman as authentication.



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Chair