

# NCST EXTRAORDINARY MEETING

MINUTES OF A CALL ON 11TH NOVEMBER 2024, 5:30PM

A confidential meeting was held to discuss the forthcoming parliamentary announcement regarding the unwinding of the National Citizen Service (NCS) and revoking its Royal Charter.

<b>Location</b>	Virtual
<b>Participants</b>	Harris Bokhari Michael Devlin Adnan Shafi Deborah Tavana Darren Xiberras Michael Livingstone Catrin Anderson Tristram Mayhew Jess Evans Rachael Oloyede Jonathan Freeman Duncan McCourt Amanda Timberg
<b>In attendance</b>	Lisa Mullen - Executive Assistant to the CEO (minutes)
<b>Apologies</b>	Jacque Nnochiri Ndidi Okezie (ext member)

## MEETING NOTES

- Mr Bokhari opened the meeting. Mr Devlin stressed the confidentiality of the information to be disclosed, warning of a potential leak if protocol is not strictly observed due to the primacy of Parliamentary process
- Mr Devlin and Mr Bokhari briefed that, following a meeting with Secretary of State Lisa Nandy and her team that day, it would be announced in Parliament (12/11/24) the decision to defund and wind down NCS, stating that, this was not a reflection on NCS but was rather driven by a shift in youth strategy and the approach to allocating funding in this area
- Practicalities of the unwinding were discussed, including around the NCS benefits realisation and possible NCS contribution to the new youth strategy, notwithstanding that legislative requirements will ultimately dissolve NCS
- All staff are likely to enter consultation, with the vast majority of roles likely to be made redundant by the end of the financial year (end March 25)
- Concerns were expressed over implications on NCS Trust staff especially given the manner of the announcement
  - Mr Devlin confirmed a follow-up meeting had been held on HR legal compliance/process with the Head of HR in NCS and the DCMS HR team present - the challenging circumstances were acknowledged. Additional mental health support would be provided for affected staff, via NCS. Mr Bokhari noted he had

emphasised on his earlier call with DCMS the vulnerable position in which this would leave NCS staff

- Announcement protocols emphasise Parliament as the first disclosure point but NCS staff would be made aware in writing concurrently with parliamentary announcement. A 'stop the floor' call would then be set up as soon as practicable to allow staff to hear the news verbally on a call hosted by Mr Devlin
- The board understood that Mr Devlin and Mr Bokhari had explored whether there were ways to inform staff prior to it entering the public domain but it had been made clear that this would conflict with parliamentary protocol, given that Parliament should be informed prior to it becoming public. The board understood this but emphasised the negative implications of staff hearing in this way and pressed on whether there were any alternative options for communicating to staff.
- Communications timelines and messaging are under rapid development and will include all stakeholders such as NCS staff, supply chain partners and collaborating organisations
- Following the main discussion, a closed session commenced at 18:00 with NEDs only. Lisa Mullen, Jess Evans, Rachael Oloyede, Michael Livingston, and Adnan Shafi left the meeting

The meeting closed at 18:30

These minutes were approved as a correct and complete record of the proceedings via correspondence and signed by the Chair as authentication.



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Chair

29 January 2025

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Date