

### Swansea Bay City Deal Portfolio Level Integrated Assurance and Approval Plan v11.0

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			Last	2020					20/20	_				_				_	21/20	022					Comments
Assurance / approval / Reporting	Activity/Product	Primary client	review date	Mar	Αpr	Мау	<u> </u>	ng bn	Sep	Cot	No S	an Jec	qə_	Иaг	φ.	lay	3 3	9	geb	Oct	è	an Jec	Feb	Иaг	
Governance			uuto			- 1							لتا				_		.   07	اتا			프	ㅗ	
Portfolio Level																							_		
Meetings																									
Joint Committee	Meetings	SRO, JC, PoMO	Jan-21	х			x ,	<i>.</i> T	T		v,	Ţ	Ţ	ΨĪ	х	ĮΤ,	, χ	. T	T	Ţ	v I	ŢŢ	ŢŢ	v Mo	onthly meeting. August recess.
John Committee	weetings	31(0, 30, 1 0lvi0	Jan-21	_ ^			^ _ ^	`	^	Ш	^ _^	<u>^                                    </u>	1	^	^	^ <u> </u> ′	` _ ^	`—	^	_^	^	<u>^                                    </u>	1	A IVIO	Titiliy ineeting. August recess.
Programme Board	Meetings	SRO, PB, PoMO	Jan-21	x		х	x >	ĸ	x		x >	x x	x	x	x	x >	c x	×	<b>x</b>	x	<b>x</b>	x x	x	х Мо	onthly meeting.
Economic Strategy Board	Meetings	SRO, ESB, PoMO	Jan-21	х			x >	x x	х	х	x >	хх	х	х	х	x >	( x	x	х	х	<b>x</b> :	хх	х	х Мо	onthly meeting
Joint Scrutiny Committee	Meetings	SRO, JSC, PoMO	Jan-21	x			,	ĸ		x	>	x	x		x	,		x		x		x	x		eetings every two months. Decmber 2020 eeting cancelled.
Regional S151 officers	Meetings	AB, PoMO	Jan-21				х		х		x >	х	х	х		)	(		х			х		<b>x</b> Qu	uarterly meeting
WG/UKG/PMO briefing	Meetings	SRO, PoMO, WG, UKG	Jan-21		х	х	x >	x x	х	x	x >	хх	х	x	х	x >	c x	x	x	х	<b>x</b> :	хх	x	x Mo	onthly meetings
SBCD/WG PMO briefing	Meetings	SRO, PoMO, WG	Jan-21		х		x >		х			x x	x	х	x	x >	( x			х		x x			eekly meeting
PoMO Team	Meetings	SRO, PoMO	Jan-21		х	x	x >	x x	х	x	x >	хх	x	x	х	x >	( X						х	x We	eekly meeting
PoMO/Project Leads	Meetings	PoMO, Project Leads	Jan-21				x >	к x	х	x	x >	x x	x	х	x	x >	( x	x	x	х	<b>x</b> :	x x	х	x For	rtnightly meetings
Procurement Workshops with Prog / Proj Leads	Meetings	PoMO, Prog / Proj Leads	Jan-21								,	x x												end	eetings with all Prog / Proj Leads to be held by d of January
WLGA Regional City Deal Directors	Meetings	SRO, WLGA, WG	Jan-21		х		x	X		x	)	x	x		X	)	(	х		х		x	х	Me	eetings every two months
Key Documentation Review																									
Intregrated Assurance & Approval Plan	Live document. Part of Quarterly Report	SRO, PB, PoMO, JC	Jan-21				x			x		x			x		x			x		x		moi BY:	ne 2020 approval at JC / Approval every 6 onths. Submitted as part of the Quarterly '32:BY37Monitoring Report to PB January 21 d JC February 21
Portfolio Business Case	Live document	SRO, PB, PoMO, JC	Oct-20				x >	ĸ	x	x		х		x										itera bot	Orrecommendations progressing Dec 2020. Nex ration due March 2021. Approval needed from th WCGIB & JC
AOR Report	Live document. Part of Quarterly Report	SRO, PB, PoMO, JC, WCGIB	Jan-21								x x	x x	x	x										me Me	MO progressing recommendations. Weekly begings held to provide updates within PoMO. begings with W/UK Government by exception to progress.
Implementation Plan	Live document	SRO, PoMO, PB, JC, JSC	Jul-20				x >	ĸ																	ly 2020 approval at JC. Qoarterly Monitoring sport replaces the Implementation Plan
Portfolio Issues Log	Live document	SRO, PoMO, PB, JC, JSC	Jan-21	x			x >	ĸ		x		x			x		x	1		x		x			odated on a quarterly basis in line with Portfolio sk Register and Covid Impact Assessment
Portfolio Risk Register	Live document. Part of Quarterly Report	SRO, PoMO, PB, JC, JSC	Jan-21	x			x x	ĸ		x		x			x		x	1		x		x		Ris	uarterly to JC / PB JSC in line with Issues Log. sk management strategy presented at PB ovember 2020 and signed off at JC November 20.
M & E plan	Live document	SRO, PoMO	Oct-20	####			x >	ĸ									×	x	:					Qua	onthly highlight reports in place from Oct 2020. larterly monitoring reports in place from Nov 20. Annual performance report also planned
Highlight Report	Live document	PoMO, JC, PB	Dec-20						x		x >	x	x	x		x >		х	x		x :	x	x		ry prog / proj activity and risks presented monthly JC and PB
Quarterly Monitoring Report	Live document. Part of Quarterly Report	PoMO, JC, PB	Jan-21							x		x			x		x	ı		x		x		nex Por AO	ny achievements last 3 months, activity planned xt 3 months, also includes appendicies: IAAP, irtfolio Risk Register, Covid Impact Assessment IR progress, Financial Analysis, Community inefits,
Covid-19 Impact Assessment	Live document. Part of Quarterly Report	SRO, PoMO	Jan-21	####			x x	ĸ		x		x			x		x	ı		x		x		JĊ	odated assessments submitted to PB Jan 21 and in Feb 21. Will form part of next quarterley oort April
Key Documentation Approvals							•						•	_							•				-

Intregrated Assurance & Approval Plan	Live document	SRO, PB, PoMO, JC	Jan-21		,	1				1	x		x			x		x		x		June 2020 approval at JC Submitted as part of the Quarterly Monitoring Report to PB January and JC February 21
Portfolio Business Case	Live document	SRO, PB, PoMO, JC, WCGIB	Oct-20		,	x		x x	×	1	x	x								x x	1	AOR recommendations progressing Dec 2020.  Next iteration due March 2021. Approval neede from both WCGIB & JC
Implementation Plan	Live document	SRO, PoMO, PB, JC, JSC	Jul-20			х																July 2020 approval at JC. Quarterly Monitoring Report has replaced the Implementation Plan
Portfolio Issues Log	Live document	SRO, PoMO, PB, JC, JSC	Jan-21	x	,	x			x	1	x		x			x		x		x	:	Updated on a quarterly basis in line with Portfo Risk Register and Covid Impact Assessment
Portfolio Risk Register	Live document	SRO, PoMO, PB, JC, JSC	Jan-21	x	)	x		2	×	1	x		x			x		x		x		Quarterly to JC / PB JSC in line with Issues Lo. Risk management strategy presented at PB November 2020 and signed off at JC November 2020.
M & E plan	Live document	SRO, PoMO	Oct-20	####	,	x										<b>x</b> :	x					Monthly highlight reports in place from Oct 202 Quarterly monitoring reports in place from Nov 2020. Annual performance report also planned
Highlight Report	Live document	PoMO, JC, PB	Feb-21					x	x	x	x	c x		x	x		x x		x	x	x	x Key prog / proj activity and risks presented mo to JC and PB
Quarterly Monitoring Report	Live document. Part of Quarterly Report	PoMO, JC, PB	Jan-21					2	x	2	x		x			x		x		x		Key achievements last 3 months, activity planr next 3 months, also includes appendicies: IAAI Portfolio Risk Register, Covid Impact Assessm AOR progress, Financial Analysis, Community Benefits,
Covid-19 Impact Assessment	Live document	SRO, PoMO	Jan-21		,	1		3	×	1	x		x			x		x		x	1	Updated assessments submitted to PB Jan 21 JC in Feb 21. Will form part of next quarterley report April
Assurance																						
Portfolio Level Level 1 - Functional Assurance (Internal)																						
Technical, due diligence, data security and financial	Internal procedures	PoMO, AB	Oct-20						x	П	Τ				T			х	П		T	Annual review to ensure fit for purpose
Level 2 - Independent																						
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PoMO	Oct-20		,	:																SRO appointment in June 2020. RPA submitte
OGC Gateway Process	Stage Gate 0 Portfolio Strategic Assessment	SRO, PB, PoMO, JC	Jul-20			x										x						Review from July 15 to July 17 2020. Report to PB quarterly. Further review to take place July 2021
Accounting Officer Review (AOR)	AOR	SRO, PB, PoMO, JC, WCGIB	Jul-20					x x	x													Portfolio Business Case (PBC) subject to AOR AOR is an annual review in line with PBC upda PBC is part of core documentation for annual assessment prior to funding approval
Approvals																						
Approval point for AOR review	AOR	SRO, PB, PoMO, JC, WCGIB	Dec-20							x		x										December 2020 target for progression with all recommendations being implemented by March
Consequential Assurance				_							_	_									_	
OGC Gateway Process	Stage Gate 0 Portfolio Strategic Assessment	PoMO, SRO, PB, JC	Oct-20			x		x								x						Review report to JC / PB quarterly. PoMO implementing recommendations
Critical Friend Review	Meetings	РоМО	Oct-20	х								x										Pre meet expected March with review to follow
Level 3 - Audit			<u> </u>	-																		
External Audit	Audit	AB, PoMO	Oct-20	IA		х	x	x							x	<b>x</b>	x					Audit Wales annual audit approved at JC Sep

Internal Audit	Audit	AB, PoMO	Oct-20		ĺ		x			x x					x	x x	(	Pembrokeshire Council Internal Audit.	
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### Digital Infrastructure

SWANSEA BAY City Deal								2020/	2021									20	21/20	)22					Comments
Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	Apr	May	Jun	Jul	Aug	Öct	Nov	Dec	Jan	Feb	Apr	Мау	un I	Aug	Sep	. oct	S Š	Dec	lan.	Feb	Mar	
Governance																									
Digital Programme Board	Live document / Meetings	CCC, PCC, CCS, NPT	Feb-21		х	х		x	х	х			х х	х	х	хх	X	х	х	x	х	х	x	х	Monthly Programme Board meetings
Carmarthenshire County Council	Council Meetings	CCC	Feb-21		x			х	х	х			x												Reports and/or presentations taken to CMT/PEB/EB as appropriate for decisions and updates
Regional Local Authorities	Council Meetings	CCC, SCC, PCC, NPTC	Feb-21					х	x																Reports/Business Case taken as appropriate for decisio and discussion
Joint Committee	Meetings	SRO, JC, PMO	Feb-21	х	x	x	x	x x	x	x	x	x	x x	x	x	x x	x	x	х	х	х	x	x	x	Monthly meeting - Highlight reports/Project updates provided as requested
SBCD Programme Board	Meetings	SRO, PB,PMO	Feb-21	х	x	x	x	x x	x	x	x	x	x x	x	x	x x	x	x	х	х	х	x	x	x	Monthly meeting - Highlight reports/Project updates provided as requested
Economic Strategy Board	Meetings	SRO,ESB.PMO	Feb-21	х	x	x	x	x x	x	x	x	x	x x	x	x	x x	x	x	х	x x	х	x	x	x	Monthly meeting - Highlight reports/Project updates provided as requested
Joint Scrutiny Committee	Meetings	SRO, JSC, PMO	Feb-21		x		x	х		x		x	х		x	×		х		x		x		x	Meeting every two months - Documentation provided as requested
1																									
Assurance																									
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO	Feb-21			x		x																	Provided to regional office in June and to Welsh Government in September
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC	Feb-21						х																Arranged for October 19th, 20th, 21st
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC	TBC																						
OGC Gateway Process	Gate 2 Delivery Strategy	SRO, PB, PMO, JC	TBC																						
OGC Gateway Process	Gate 3 Investment Decision	SRO, PB, PMO, JC	TBC																						
OGC Gateway Process	Gate 4 Readiness for Service	SRO, PB, PMO, JC	TBC																						
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC	TBC																						
Programme Implementation Plan	Live document	SRO, PMO, PB, JC, JSC	TBC																						
Programme business case	Live document	SRO, PMO, PB, JC, JSC	Feb-21	х	x	x	х	x x	х	х	х	х	x x	x	x	x x	x	x	х	х	х	х	x	х	Business Case produced, incremental strengthening ar amendments ongoing.
Programme risk reg	Live document	SRO, PMO, PB, JC, JSC	Feb-21	х	х	x	x	x x	x	x	х	x	x x	x	x	х	×	x	х	х	x	х	x	х	Risk register produced and live. Monthly review and amendments ongoing.
Programme M & E plan	Live document	SRO, PMO, PB, JC, JSC	твс	х	x	х	x	x x	х	х	х	х	x x	х	x	x x	x	х	х	х	х	х	x	х	M & E Plan produced and live. Monthly review and amendments ongoing.
UK and Welsh Gov Policy Workshops	Meetings	SRO, PMO	Feb-21		x		x	х	x		x		х			x		x			x			x	Several policy meetings have taken place to inform Business Case. Policy discussions ongoing quarterly.
Audit and risk																									
Audit	Audit	SRO, PB, PMO, JC		WAO /NAO	WA O/N AO	NAO /NA																			annual audit
	1	1	†	+-	AU	U	$\vdash$	+	+	+		H		+	$\vdash$	+	+	+	+	+-	1	+	+	+	
	1	1	†	+-	H		$\vdash$	+	+	+		H		+	$\vdash$	+	+	+	+	+-	1	+	+	+	
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City Deal																																											
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Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	Apr May	S Se	Sep Aug	Nov C	Dec Jan	Feb	Apr	Jen	Jul	Sep Oct	No.	Feb Jan	Mar	Apr	un non	Sep Sep	N NO	Teb Jan	Mar .	Apr	Jul Jul	Aug	O OCT	Dec	Jan Feb	Mar	May	In Ca	d de	Nov Nov	Dec	Feb	Apr	May	Jul.	dag tr	Nov	Dec Pec	Feb	Г
Jovernance	<u> </u>																																				ائك						
Project Level																																											
Meetings HAPS Regional Project Board	Meetings	SRO,CCC, PCC, CCS, NPT			1 1						т т					Т			1 1														_	_	$\overline{}$		$\overline{}$	$\overline{}$	$\overline{}$	$\overline{}$	$\overline{}$		-
	1	CCC, PCC, CCS, NPT &	Feb-21					×	x x		4-4		x	×	x x	x						$\perp$		_				_						$\perp \perp$	##	x 3	x x	x x	×	44	$\dashv$	_	Monthl
HAPS Regional Technical / Advisory group	Meetings	Plans																																									To be establis
			Feb-21					l .																																			d. LA lesson
			140-21					^	1 1																																		learner
																																											group r Jan 21
Neath Port Talbot Council - RSD CC Swansea	Council Meetings Council Meetings	NPT CCS	Feb-21					×	x x		4-4		_								-		_	_				_				-		$\perp \perp$	##		44	_	$\perp \perp$	44	$\dashv$	_	Monthi
CC Swarsea Camarthershire CC	Council Meetings	CCC	Feb-21 Feb-21		$\rightarrow$				¥										+			+	+									+	_	+	++	++	+	+	++	++	+	-	frequer
Pembrokeshire CC	Council Meetings	PCC	Feb-21																																								frequer
SBCD Joint Committee SBCD Programme Board	Meetings Meetings	SRO, JC, PMO SRO, PB,PMO	Feb-21 Feb-21		-					x x	x	x x	x x	х э	( x x	х			$\perp$				+	+			+		_				_	++	++	x x	x x	x x	x x	. ж	x x	×	monthi
SBCD Economic Strategy Board	Meetings	SRO,ESB.PMO	Feb-21		$\rightarrow$			+		x x	x	x x	x x	x 3	. x x	x	+		+			+	+				+					+	_	+	++	- x -	* ×	x x	* ×	- x -	x x	×	month
SBCD JSC	Meetings	SRO, JSC, PMO	Feb-21							×		x	x	х	х	х																				x 2	x x	x x	ху	. х	x x	×	month
Key Documentation Review		_																_																_	_	-	4	_	-	-			Imonth
Intregrated Assurance & Approval Plan	Live document	SRO, HAPS PB, PMO	Feb-21	шШ						Ш	x	x x	x x	х э	x x	x							$\perp$			$\perp \perp$				Ш				$\perp \perp$	44	$\perp \perp \perp$	ш	_	44	$\perp \perp \perp$	ш	_	month) review
Project Business Case	Live document	SRO, HAPS PB, PMO, PB,JC,JSC	Feb-21									×	×	×	×																												Formal submitt Jan 21
Project Implementation Plan	Live document	SRO, HAPS PB, PMO, PB, JC, JSC	Feb-21					x	_	Ħ		x	x	x	x x	П					T	+	$\top$	$\top$			+	$\top$				+			TT	×	$\pm \pm$	+	$\vdash$	11	$\pm$	$\neg$	regular review
Benefits Realisation Strategy	Live document	SRO, HAPS PB, PMO.PB.	Feb-21		$\pm$	$\pm$		$\pm$		H	+		_	H.	. 1 1 -	$\vdash$		$\pm$	$\pm$	++	++		$\pm$	$\pm$		++	+	$\pm$		$\vdash$		+	_	+	+	++	+	+	+	++	+	_	To revi
Project issues log	Live document	JC. JSC SRO, HAPS PB, PMO, PB,	Feb-21	$\vdash$	+	+		+	-	$\vdash$	++	+	+	++*	++	+			++	++	++	+	+	+	$\vdash$	++	+	+	-	$\vdash$	++	+	+	++	++	++	++	+	++	++	+	+	Feb 21 regular
Project risk register	Live document	JC. JSC SRO, HAPS PB, PMO, PB,			$\rightarrow$		×	х	×		+	x	x	x	x	×									_	-	-		_			+	_	++	+		$\rightarrow$	-	++	++	$\rightarrow$	-	review
		JC. JSC	Feb-21		$\perp$	$\perp \! \! \perp \! \! \! \perp$	×	×	×	Ш	$\perp \perp$	x	x	х э	x x	ш	$\perp$	$\perp$	$\perp \downarrow \downarrow$		44		$\perp \! \! \perp \! \! \! \perp$	$\perp$		$\perp \perp$	$\perp$	$\perp$		Ш	1	11		44	44	44	44	_	44	44	ш	_	regular
Project M & E plan	Live document	SRO, HAPS PB, PMO, PB, JC, JSC	Feb-21	****		**** **** **		*** ****	**** ****				×	3																				$\perp \perp$	$\perp \perp$	$\perp \!\!\! \perp \!\!\! \perp$	Ш	$\perp$	$\perp \perp$	$\perp \perp$			regular
Project Communications Strategy	Live document	SRO, HAPS PB, PMO, PB, JC, JSC SRO, HAPS PB, PMO, PB,	Feb-21	$\Box$	_ _					Щ	Ш	$\Box$		x		x						$\perp \downarrow \downarrow$	$\perp \! \! \perp \! \! \! \downarrow$				₽Ī			Щ		$\coprod$	L	$\coprod$	+	4	$\bot \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \!$	_	$\coprod$	4	$\perp \! \! \! \! \! \! \! \! \perp \! \! \! \! \! \! \! \! \! \!$	_	non-fr
Covid-19 Impact Assessment	Live document	JC, JSC	Feb-21	**** ****	**** **** *	*** **** **		*** ****	**** ****	Ш	$\perp \perp$	$\perp$	x x	3		ш	$\perp$	$\perp$	$\perp \downarrow \downarrow$		44		$\perp \! \! \perp \! \! \! \perp$	$\perp$		$\perp \perp$	$\perp$	$\perp$		Ш	1	11		44	44	44	44	_	44	44	ш	_	regular review
Project Progress Reports	Live document	SRO, HAPS PB, PMO, PB, JC, JSC	Feb-21												1.1.																			1 1					1 1				month) (highlig quarter
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Key Documentation Approvals	1		Feb-21	$\perp \perp \perp$						Щ_						щ									Щ_					Щ_				ᄔ	ᅶᆣ	ᆂ	ᆚ	_			ᆚ	_	_
Project Intregrated Assurance & Approval Plan		SRO, HAPS PB, PMO, PB,			11			$\neg \neg$			TT		T		T						TT	TT	$\neg \neg$			т	$\top$		T		П	$\top$	T	$\Box$	TT	T	$\top$	一	$\Box$	TT	$\top$	一	T
Project Business Case		JC, JSC SRO, HAPS PB, PMO, PB.JC.JSC		++1	+	++	++	+		H	+	+	+	++	++	$\vdash$	+	+	++	+	++	+	+	+		++	+	+		H	++	+	+	+	++	++	+	+	+	++	+	+	+
	1	PB,JC,JSC SRO, HAPS PB, PMO, PB,		$\vdash$	+	++	++	+		$\vdash$	++	+	_	+	++	+	+	++	++		++	+	+	+	$\vdash$	++	+	+		$\vdash$	++	+	+	++	++	++	+	+	++	++	+	+	+
Project Implementation Plan		JC. JSC		$\perp \perp \perp$				x	_	Щ.	+	-				$\sqcup$					1	+	-	$\perp$			+	$\perp$	_		4	$\bot$	_	+	44	$\bot\bot$	$\rightarrow$	-	+	++	$\rightarrow$	_	+-
Benefits Realisation Strategy		SRO, HAPS PB, PMO,PB, JC. JSC														<u> </u>																		$\perp \perp$	44	$\bot$	$\rightarrow$	_	$\bot\bot$	$\bot\bot$		_	┷
Project issues log	1	SRO, HAPS PB, PMO, PB, JC, JSC		$\perp \perp$			×	×	×	ш				Ш		Ш					Ш				Ш	Ш			L	Ш	Ш				Ш				Ш				L
Project risk register		SRO, HAPS PB, PMO, PB,					×	×	×																															T	$\Box$		T
Project M&E Plan		JC. JSC SRO, HAPS PB, PMO, PB,		****	**** **** *	*** *** **		*** ****	**** ****		$\Box$	$\blacksquare$				П					T	+	$\top$	$\Box$			+	$\Box$	1			+			TT	11	+	$\top$	$\vdash$	11	+	$\neg$	1
Project Communications Strategy		JC, JSC SRO, HAPS PB, PMO, PB, JC, JSC		1	1,,,,,					4	++	_	_	+	++	+		++	-	++		+		-		++	+	-	+	$\vdash$	++	+	+	++	++		+	+	++	++	+	+	+
		SRO, HAPS PB, PMO, PB,		+ -						$\vdash$	+	+	-	+	++	+	+	+	+	++	++	++	+	-	$\vdash$	++	+	-		+	++	+	+	++	++	-+	+	+	++	++	+	+	+-
Project Covid 19 Impact Assessment		JC, JSC SRO, HAPS PB, PMO, PB,		1   1	1 1	1 1	1 1									ш	1 1		1 1			1 1	-1-1	- 1 - 1		1 1	1 1	- 1 - 1	ı		1		- 1	1 1		ш			ᆚᆚ		للل	ш	
Project Progress Reports		JC, JSC		-																																							
Assurance																																		_						_			
Project Level																																											
Level 1 - Functional Assurance (Internal)																																	_		=								#
Technical, due diligence, data security and financia	al Internal procedures	SRO, HAPS PB, PMO, PB, JC, JSC								Ш	Ш					Ш		Ш			Ш		Ш			Ш	LI			Ш		Ш		ш			ШΙ						丄
Level 2 - Independent												二				=							二				=							_	<del></del>		_						
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OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC								T																								PER
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			Jan-20						x	×		x		×		x	×		x		x	x										Risk
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Project M & E plan	Live document	SRO, PMO, PB, JC, JSC		H																												Project
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Uk and Welsh Gov Policy Workshops	Meetings	SRO, PMO		H									t t										1	1					1	$\Box$		Project in
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Integrated Assurance and Approval Plan

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Joint Committee	Meetings	SRO, JC, PMO	Feb-20												_					x					x							х				х			monthly mee
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JSC	Meetings	SRO, JSC, PMO	Feb-20												x		x		x	х		х		х		х	х	x	х	x	х	х	х	х	х	х	x	х	monthly mee
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OGC Gateway Process	Gate 2 Delivery Strategy	SRO,PB,PMO, JC		1								-			$\dashv$		$\dashv$			-	1	-	$\vdash$				_	-					$\dashv$	-+	+	-+	+	$\dashv$	
CGC Galeway 1 10cess	Gate 2 Delivery Strategy	Orto,i B,i Mo, so																																				ļ	Awaiting
			Feb-20																																			ļ	result of
			Feb-20																												x							ļ	Demand Study (May
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OGC Gateway Process	Gate 3 Investment Decision	SRO,PB,PMO, JC		-	$\vdash$			-	-	+	+	-+	-+	-	$\dashv$	+	-	+	+	+	+	+-	$\vdash$		-	-	-	-	+	-	-		$\dashv$	$\dashv$	$\boldsymbol{+}$	$\dashv$	$\boldsymbol{+}$	$\rightarrow$	Knock on
OGC Gateway Flocess	Gate 3 Investment Decision	SKO,FB,FWO, JC	Feb-20																														x					ļ	effect from
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OGC Gateway Process	Gate 4 Readiness for Service	SRO,PB,PMO, JC																																					Indicative
			Feb-20																																			x	date
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																																						ļ	n etc.
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC																																					TBC in
			Feb-20																																			ļ	discussion
Project Implementation Plan	Live document	SRO, PMO, PB, JC, JSC		-	$\vdash$			-	-	+	+	-+	-+	-	$\dashv$	+	-	+	+	+	+	+-	$\vdash$		-	-	-	-	+	-	-		$\dashv$	$\dashv$	$\boldsymbol{+}$	$\dashv$	$\boldsymbol{+}$	$\rightarrow$	with SBCD Drafted/up
Project implementation Flam	Live document	3KO, FINO, FB, 3C, 33C																																				ļ	dated prior
																																						ļ	to each
			Feb-20																								x		x		x		х					ļ	business
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Project business case	Live document	SRO, PMO, PB, JC, JSC								7								_				1							7			1	$\neg$	$\neg$	$\neg$	-	$\neg$	$\neg$	Developed
,			Feb-20																									x			x		x					ļ	in line with
				1																	1				ļ	J			- 1	J	^		^		- 1		J	- 1	Gateway
Project issues log	Live document	SRO, PMO, PB, JC, JSC	Feb-20	-	+	$\vdash$			-+	+	+	+	-+		+	+	+	x	x x	: x	×	x	x		×	$\dashv$	x	+	х	-+	×		х	$\boldsymbol{+}$	x	+	+	$\dashv$	process
Project risk reg	Live document	SRO, PMO, PB, JC, JSC	Feb-20	+	+	$\vdash$	+		-+	+	+	-	+		+	-			_	_	_			+		$\dashv$	x	_	_	-+						-+	+	$\dashv$	$\dashv$
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC	Feb-20 Feb-20	-	$\vdash$	$\vdash$			-+	+	-+	+	-+		+	+	+	*	x x	: x	х	×			x	-+			X	-+	X		x	$\boldsymbol{-\!\!\!+}$	x	$\boldsymbol{-\!\!\!+}$	+	—	
Uk and Welsh Gov Policy Workshops		SRO, PMO, PB, JC, JSC SRO, PMO		-	$\vdash$	$\vdash$			-+	+	-+	+	-+		+	+	+	-		+	+-	+	х		х	-+	х	-	x	-	X		x	$\boldsymbol{+}$	x	+	+	—	
ok and weish Gov Policy Workshops	Meetings	ONO, PIMO	Feb-20	-	$\vdash$	$\vdash$			-+	+	-+	+	-+		+	+	+	+	X	: x	х	х	$\vdash$			-+	-	-	-+	-+			$\rightarrow$	$\rightarrow$	$\dashv$	$\rightarrow$	$\rightarrow$	—	
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Audit and risk																																							
Audit	Audit	SRO, PB, PMO, JC													w	/AO W	AO W	/AO							I						T		$\neg$	$\neg$	$\neg$	$\neg$	$\neg$	$\neg$	
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Risk Critical Friends	Meetings	PMO, IA, Proc, Risk		1	+		+			$\dashv$	+	-	+	— h	+	+		_	x	x	х	x	х		х	$\dashv$		x	$\dashv$	х			$\rightarrow$	+	+	+	+	$\dashv$	$\overline{}$
Lessons learned workshop	Meetings	Partners	<del>                                     </del>	1		H	— <del> </del>		-+	+	$\dashv$	-			$\dashv$		$\dashv$		_	<del>- *</del>	_ ^	+^	<del>  ^  </del>			$\dashv$		x	$\dashv$	^	x		+	+	+	+	+	$\dashv$	-
Comms group	Meetings	Partners		1	$\vdash$	$\vdash$			-+	$\dashv$	$\dashv$	$\dashv$	-+	-+	$\dashv$	$\dashv$	$\dashv$	×	٠,		+	+	v	- 1	-+	x	_	x	$\dashv$	x	^	-	-	+	$\dashv$	+	+	$\dashv$	$\longrightarrow$
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## Swansea Life Sciences, Sport & Wellbeing Campuses Project Level Integrated Assurance and Approval Plan

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Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	Apr	nn I	Aug	Sep	5	Dec	Feb	Mar	May	Jun	Aug	oct Oct	Nov Dec	Jan	Feb	Apr	May	٦,	Sep	oct S	Dec	Jan	Mar	Apr	Jun	lu Sid	Sep	to oct	Dec	Jan	Mar	Comments
Governance																																			
Project Level																																			
Meetings																																			4
Delivery Team	Meetings	Project Leads	Feb-21			$\perp$	_	$\perp$		Ш	1	x	x x	x	x x	x x	x	x x	х	x x	x	x x	x	x x	x >	x	x x	x	x 3	x	x x	x	x x	( x	Bi weekly meetings, review frequency on submission of OBC Bi weekly meetings, review frequency on
Steering Group	Meetings	Project Leads, Internal Partners	Feb-21									x	x x	x	x x	x		x x	х	x x	x	x x	x	x x	x >	x	x x	x	x >	×	x x	x	x x	c x	submission of OBC - Dec-20 & Jan-21 Cancelled due to delivery team focus on finalising business case
External Reference Group	Meetings	Project Leads, Internal and External Partners	Feb-21									x	x x	x :	x x	x		x x	x	x x	x	x x	x	x x	x >	x	x x	x	x x	×	x x	×	x x	x x	Bi weekly meetings, review frequency on submission of OBC- Dec-20 & Jan-21 cancelled due to delivery team focus on finalising business case
City Deal Strategic Oversight Group	Meetings	PLA	Feb-21							Ш					x x	x x		x x	х	x															Monthly meetings. Two meetings in October and Novmeber.
CSS Governance Health Board Governance	Meetings					+		+	_	╁┼	_	+	_	H	+	_	+++	_			₩		H		H	_		$\vdash$		+		H	_	+	4
Joint Committee	Meetings Meetings	SRO, JC, PMO	Oct-20	П		T			х	x	x		x x		x	x x	x	хх	х	x x	x	x	x	x x	x >	x									Monthly meeting. August recess. Informal meeting October 2020
Programme Board	Meetings	SRO, PB, PMO	Oct-20						x	х	x	х	хх		x	x x	x	хх	x x	хх	х	хх	х	x x	x >	x									Monthly meeting. Two meetings in June 2020 August 2020 meeting cancelled
Economic Strategy Board	Meetings	SRO, ESB, PMO	Oct-20	H	++	+	+	+	x	х	x	+	x x	x	x x	x x	x	хх	x	хх	x	хх	x	x x	x >	x		$\forall$	+	+	+	H	+	+	August 2020 meeting cancelled  Monthly meeting
Joint Scrutiny Committee	Meetings	SRO, JSC, PMO	Oct-20								x	П	х		x	x		x	x	x	Ħ	x	x	x	,					Ħ					Meetings every two months. September 2020
PMO/Project Leads	Meetings	PMO, Project Leads	Oct-20	H	++	+	+	+	+	$\forall$	_	$\forall$	x x	x	x x	x x	x	x x	,	+	H	+	H	Ť	H	+	+	$\forall$	+	+	+	H	+	+	meeting pushed back to October 2020 Bi-weekly meetings
Key Documentation Review	*																																		<u> </u>
Intregrated Assurance & Approval Plan	Live document	SRO, PB, PMO, JC	Oct-20		П					Ш			x			x					Ш														June 2020 approval at JC. IAAP review every 6 months
Portfolio Business Case	Live document	SRO, PB, PMO, JC	Oct-20										x x		x x																				June/July 2020 review at PB and JC. AOR in Sep/Oct 2020. Annual review of PBC.
Implementation Plan	Live document	SRO, PMO, PB, JC, JSC	Oct-20						x				x x																						June/July 2020 approval at PB & JC. Annual review of Implementation Plan
Portfolio Issues Log	Live document	SRO, PMO, PB, JC, JSC	Oct-20					x	х		x		x x		x	x x	x	х																	Quarterly to PB & JC for review. Every two months to JSC
Portfolio Risk Register	Live document	SRO, PMO, PB, JC, JSC	Oct-20					x	x		x		x x		x x	x		x x	¢ .																Quarterly to PB for review / Bi-monthly to JSC Risk management workshops Oct 2020. Risk management policy/strategy to PB Nov 2020 and JC Nov 2020.
M & E plan	Live document	SRO, PMO	Oct-20										x x			x																			June/July 2020 approval at PB and JC. Monthly highlight reports in place from Oct 2020. Quarterly monitoring reports planned from Nov 2020. Annual performance reports also planned.
Covid-19 Impact Assessment	Live document	SRO, PMO	Oct-20										x x		x	x																			June/July 2020 review at PB & JC. Updated assessments due for JSC in Oct 2020 and PB/JC in Nov 2020. Further assessments will also be carried out, if needed
•																																			
Assurance Project Level																																			
Level 1 - Functional Assurance (Internal)																																			
Technical, due diligence, data security and financial	Internal procedures	PLA, Project Leads	Oct-20												x								x								x				Annual review to ensure fit for purpose
Level 2 - Independent	Intel Date of t	1		_			_				_					_	_		_														_		CDO appointment in the coope DD/
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO	Oct-20				_	Ш	х	x		$\sqcup$	x	Ш			x		Ш	_	Ц		Ц		Ш			Ш		Ш	$\perp$				SRO appointment in June 2020. RPA submitted
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC	Oct-20										x		x																				Report to JC Jan 2021. PMO implementing recommendations
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC	твс																																
OGC Gateway Process	Gate 2 Delivery Strategy	SRO, PB, PMO, JC	твс																																
OGC Gateway Process	Gate 3 Investment Decision	SRO, PB, PMO, JC	твс									Ħ																							
OGC Gateway Process	Gate 4 Readiness for Service	SRO,PB,PMO, JC	твс																																
		•			1 1					1 1							1 1			- 1										1 1					

	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC	твс																						
Approvals																									
Consequential Assurance																									
OGC Gateway Process	Gate 0 Programme Strategic Assessment	PMO, SRO, PB, JC	Oct-20							x		x													Review report to JC Sep 2020. PMO implementing recommendations
Level 3 - Audit																									
Audit			Oct-20			IA	IA I	Α	A	A O/ N A															Wales Annual Audit
Risk Critical Friends	Meetings	PMO, IA, Proc, Risk	Oct-20			x	x :	x				x	x x	x											
·	Ü		Oct-20																						
Comms group	Meetings	Partners	Oct-20				:	x		x	Ш	x	)	x	Ш	х							Ш		·

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Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	Ь.				2019/	2020						202	0/2021			_			<u> </u>	—	_		1/2022			_	Comments
Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	Apr May	Jun	Aug	Sep	N Qc	Dec	Jan	Feb	Mar	Apr	May	Jun	٦,	Aug	Oct	Nov Dec	Jan	Feb Mar	Apr	. un	Jul	Sep	Nov Oct	Dec	Jan	Mar	
Governance																														
Project board	Live document	PCC, MHPA	Jan-20							x	x	х	x	x	x	x	х х	х	х х	х	x x	x x	x x	x x	х	x x	i x	x x	x x	monthly meeting
Pembrokeshire County Council	Council Meetings	PCC, MHPA	Jan-20						Π.	x	x	х	x	x	x	х	х х	х	х х	х	х х	x x	c x	x x	x	x x	c x	x x	x x	monthly meeting
Milford Haven Port Authority	Trust meetings	PCC, MHPA	Jan-20							х	x	х	x	x	x	х	х х	х	х х	х	х х	хх	x	x x	х	x x	ı x	x x	x x r	monthly meeting
Joint Committee	Meetings	SRO, JC, PMO	Jan-20						Π.	х	х	х	x	х	x	х	х х	х	х х	х	хх	x x	c x	хх	х	хх	ı x	хх	x x	monthly meeting
Programme Board	Meetings	SRO, PB,PMO	Jan-20							x	х	х	x	x	x	х	х х	х	х х	х	хх	хх	x	x x	х	x x	ı x	хх	x x	monthly meeting
Ec Strategy Board	Meetings	SRO,ESB.PMO	Jan-20							x	х	х	x	x	x	х	х х	х	х х	х	хх	хх	x	x x	х	x x	ı x	хх	x x	monthly meeting
JSC	Meetings	SRO, JSC, PMO	Jan-20									х		x		х	х		x	х	х	хх	x	x x	х	x x	ı x	хх	x x	monthly meeting
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Assurance																														
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO		TT	П	$\top$			$\overline{}$	х	x	T T			T T	T		TT		TT	$\overline{}$	П	TT	二	T	$\Box$	$\overline{}$	TT	$\Box$	
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC	TBC	+	T				1							11	1	11	1	11	$\dashv$		+		1	$\vdash$	1	+	$\top$	
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC	TBC	+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	+	$\Box$	+-	+	+	
OGC Gateway Process	Gate 2 Delivery Strategy	SRO,PB,PMO, JC	TBC	+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	+	$\Box$	+-	+	+	
OGC Gateway Process	Gate 3 Investment Decision	SRO,PB,PMO, JC	TBC	+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	†	$\Box$	+-	+	+	
OGC Gateway Process	Gate 4 Readiness for Service	SRO,PB,PMO, JC	TBC	TT	TT				_									$\top$		++	$\dashv$		$\top$		1	-	1	+	$\top$	
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC	TBC	TT	TT				_									$\top$		++	$\dashv$		$\top$		1	-	1	+	$\top$	
Project Implementation Plan	Live document	SRO, PMO, PB, JC, JSC	Jan-20	TT	TT				1	x			x			x		х		х	$\dashv$		$\top$		1	-	1	+	$\top$	
Project business case	Live document	SRO, PMO, PB, JC, JSC		TT	TT				1			х						$\top$		++	$\dashv$		$\top$		1	-	1	+	$\top$	
Project issues log	Live document	SRO, PMO, PB, JC, JSC	Jan-20	TT	TT			х	1	х		х		x		x	×	$\top$	x	х	x		$\top$		1	-	1	+	$\top$	
Project risk reg	Live document	SRO, PMO, PB, JC, JSC	Jan-20	TT	TT			х	1	х		х		x		x	х	$\top$	x	х	x		$\top$		1	-	1	+	$\top$	
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC		+	T				1							11	1	11	1	11	$\dashv$		+		1	$\vdash$	1	+	$\top$	
Uk and Welsh Gov Policy Workshops	Meetings	SRO, PMO	Jan-20	+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	†	$\Box$	+-	+	+	
				+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	†	$\Box$	+-	+	+	
				+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	†	$\Box$	+-	+	+	
				+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	†	$\Box$	+-	+	+	
				+	tt	_		+	1					1				$\top$		$\pm$	1		+	$\neg$	†	$\Box$	+-	+	+	
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Audit and risk																														
	Audit	SRO, PB, PMO, JC		TT	T					IA	IA	IA	WAO/NAO	WAO/NAO	WAO/NAC					TT			TT	T	T		T	TT	T	annual audit
Risk Critical Friends	Meetings	PMO, IA, Proc, Risk			TT					x	x	x	,,,,,,	1				х	х х	$\top$	1		$\top$	$\neg$	1			11	$\top$	
Lessons learned workshop	Meetings	Partners																					TT		T		T		$\top$	
Comms group	Meetings	Partners										х			х		х		х		х		П	I					I	
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Assurance / approval / Reporting	Activity/Product	Primary client	Last review date		_	_ [		201	19/202	20	-			1	× 1 -		_ 2	020/202	1		- 1 -					20	021/20	122		_			Comments
	Activity/F10uuct	Timary chefit	Last review date	Apr	Мау	Juc	Aug	Sep	5 S	Dec	Jan	Feb	Mar	Apr	May	Π <sub></sub>	Aug	Oct	Nov	Dec	Feb	Ма	Apr	Jun	Jul	Sep	Č	§ §	Dec	Jan	Feb	Ma	
Governance	T: .	loco a D	<u>-</u>						Ŧ									Ţ					Ţ		Ţ		Ŧ	二				Ŧ	
Project Board	Live document	CCC & Partners	Feb-21																l l		.			.					×			bi-r	monthly meeting / when
			Pep-21									×					Ι,	·	*		x x		* *	*	-   '	. X	٠   ١		×		*	a k	key decision is required
Steering Group	Meetings	CCC	Feb-21	<del>                                     </del>					x	x	х	x	х	х	хх	х	x >					х	x		х	х		x	_	х		x	
Carmarthenshire County Council	Council Meetings (Exec Board / PEB)	CCC	Feb-21			x		,	×	х				Ħ		x	x >				×	П		×		1	T			$\Box$			atify procurement of
	Full Council	CCC	Feb-21		-+	_	$\vdash$	- + -	4	<u> </u>				+		╀		x	₽₽	<del>-</del>	_	H		Ĥ		+-	+	+	├	++	$\vdash$	cor	ntractor
	Council Meetings (Scrutiny)	CCC		+	H	-	H		+	+				+		++	+	<u> </u>	++	<del></del>	+	H	+	+		+	+	+	├	+	H	Re	eports taken to Scrutiny
			Feb-21	x				,	х	x	x			$\perp$	х						х			ш		┷		╨		ш		as	appropriate
	Members Briefing (Political Parties)	CCC	Feb-21		х	XX			4	_				ш	_	ш	х		$\perp \perp$			ш	_	$\bot\!\!\!\!\bot$		_	4	—	Ь	ш		4	
Other	Llanelli Rural Council David Davis MP Briefing	LRC	Feb-21		ш		ш		_					$\bot$	_	$\sqcup$	_		х		$\perp$	ш		+		_	_	+	Ь—	$\bot$	ш	4	
		CCC, DD	Feb-21		ш	-	_		+	-				₩	_	₩	-	_	$\vdash$	х	$\perp$	Н	_	$+\!\!-\!\!\!+$	_	—	4	+	₩	+	ш	+	
Hywel Dda UHB	Lee Waters MS  CMT/BPPAC/PPPAC - Business/People	CCC, LW HDUHB	Feb-21		-	$\perp$			—					+		1 1	_	_	-		ĸ		_	+		+-	+	+	₩	+	-	4	
nywei Doa Onb	Planning Performance and Assurance Committee	NUONB	Feb-21			x		x				x			x		,	:	x		x			x		x				x			least 3 times per num
Academic partners	Cardiff, Swansea and Trinity Universities,	Partners		1																				T				$\top$		$\Box$			
	Coleg Sir Gar, Pembrokeshire and Gower Colleges:		Feb-21	x	x	x x	x	x 3	x x	x	x	x	x	x	x x	x	x >		x	x	x x	x	x x	x x	x >	x x	ι,	x x	x	x	x :	x	
	Respective Management Teams & Council			1 '				1							1	1		1					1	11		1		1		11		1	
ARCH - A Regional Collaboration for Health	Meetings - HDUHB/SBUHB/SU/CCC	SRO, PB, PMO, JC	Feb-21		Ħ	x x			×	:								x	х		x	x	x x	x	x >	x x	: )	x x	х	x	х :	x Dis	scussions on research
Audit	Audit	SRO, PB, PMO, JC	Feb-21	WAO					$\top$					T	х	IA					х			$\prod$		T	T			$\prod$		Wa	ales Audit Office
Risk Register / Critical Friends*	Meetings	PMO, IA, Proc, Risk	Feb-21	x		x x	Ų.	x 3	хх	×	x	x	x	х	x x	×	x >	: х	x	x	x x	l .		c x		x x	, ,	x x	x	x	x		ternal Audit
Lessons learned workshop**	Meetings	Partners	Feb-21	_ ×	х .	X X	X	X /	<u>*                                    </u>	* *	X	X	×	×	X X	×	x ,	_	×	X	x x	×	X X	<del>.   *  </del>	x ,	X	_	<u> </u>	<u> </u>	x		*	
Communications Group	Meetings	Partners	Feb-21	+	H	- v	H	х	┿			×		<b>-</b>	×	+	· ·	+	++		+	v	+	.+	v	×		┿	$\vdash$	x		·	
Wellness Hub Workstream	Meetings	CCC, HDUHB, Scarlets, Sport	160-21	-	H	+^	H	^	÷					T	Ŧ	+	^		++			Ĥ	Ť	+	^	十	+	÷	$\vdash$	+^+	H	<b>^</b>	
		Wales British Diving , Third Sector	Feb-21	х		x		x	x	:	x		x		x		x		x			x	x		x	х		×		x		x	Bi-monthly
Wellness Hub sub-groups:	Therapies sub-group	CCC, Health Board & Scarlets	Feb-21		х	х		X	х		х			$\bot$					$\perp \perp$				_	$\bot$		┷	4	_	Ь	ш		_	Task & Finish group
	Catering sub-group	CCC & Health Board	Feb-21	x		х		X	х	:	х	x	x	_	_			_			x x	х	_	$\bot$		┷	4	_	Ь	ш		_	
	Facilities Management sub-group	CCC CCC & Health Board	Feb-21	igwdapsilon	$\vdash$	+	$\vdash$	_	—	-	X	х	X	х	х х	х	x >	: x	_		XX	_	-	+		+-	+	+	$\vdash$	+	$\vdash$	+	
Assisted Living Workstream	Hydrotherapy Task and Finish group Meetings	CCC & Health Board CCC and HDUHB	Feb-21	₩	$\vdash$	+	¥		v v	-	-	-			v v	+	x >	. x	^	^	x x	x	X X	( Y		k x	. ,	+	₩	x	$\vdash$	+	
Digital Infrastructure	Meeting	CCC and partners inc Open	Feb-21	+	$\vdash$	+	X	X 2	× ×			х	X	X	X X	×	x >	. x	X	х	x x	X	X X	+×	x >	K X	+	<u> </u>	х	×	X :	x	
		reach and City Deal Digital lead	Feb-21					x			x				x	x	,		×		x		x		x	x		x		×	:	x	
Design and Build	Meetings	CCC ARUP and partners	Feb-21			хх	х	x 2	x x	x	x	x	x	х	х х	х	х >		х						x x	x x		хх	х		х :		
Health and Wellbeing Implementation Group***	Meetings	CCC and partners	Feb-21			$\perp$								$\bot$		х	,	<u> </u>	$\perp \perp$	x		х	х	44	х	х	4	х	Ь	х		х	See footnote below
Education, Skills and Training Implementation Group***	Meetings	CCC, academic partners, health board	Feb-21													x	,	:	x		x	x	x		x	х	٤	x		x		x	See footnote below
Procurement Working Group	Meetings to take forward tender exercise for Phase 1	CCC	Feb-21						T								х >	×	х	x	к х	х	x x	x	x >	x x		T		$\Box$		1	-
Swansea University Technical Advisory Scoping	Design and scoping of services for Zone 1	CCC, SU	Feb-21						$\top$					Ħ		Ħ	х >		v	х	, ,	v	v v	.   ,	v ,		T	$\top$		$\Box$			Meetings held every
Group Whole Site Delivery	education space To finalise the whole site operational	CCC/financial	10021	igwdapsilon	$\vdash$	+	$\vdash$	_	—	-				+		++		<u> </u>	Ĥ		_ ^	Ĥ	^ ^	╨		+	+	+	$\vdash$	+	$\vdash$	+	fortnight
Whole Site Delivery	management and sustainability	advisors/specialist input	Feb-21														,	x	x	x	x x	x	x x	. х	x x	ĸ x	. >	x x	x	x	<b>x</b> :	x	
Department for International Trade	Opportunity to advertise to international investors	CCC, DIT	Feb-21																		x	x		ПП		T		П		П			Stage 1 template submitted 16/02/21
	investors								—						!_				1_1_					ш		—	—	—	Ь	—			submitted 16/02/21
Assurance																								-					-	-			
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO	ı		П	_	П	Т	一	Т	Г	Г		Т	т	Т	$\top$	$\overline{}$	П	т		П	т	┰	т	一	T	一	-	$\overline{}$	П	т	
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC	TBC	$\vdash$		+	H		+					T	$\dashv$	t	1	+	tt		+	H	+	+	-	+	+	+	_	+		+	
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC	TBC	t					$\top$	1				T	-1-	T			tt			Ħ	1	$\Box$		+	$\top$	$\top$	1	+		1	
OGC Gateway Process	Gate 2 Delivery Strategy	SRO, PB, PMO, JC	TBC						$\top$	1				T	1	Πİ	,		Πİ			ΠŤ	1	$\Box$		1	T	$\top$		$\Box$		Ť	-
OGC Gateway Process	Gate 3 Investment Decision	SRO, PB, PMO, JC	TBC																			□		П			I			I		I	
OGC Gateway Process	Gate 4 Readiness for Service	SRO, PB, PMO, JC	TBC	ldash	Щ	Щ	Щ	[	丰					Ш		பு			Щ	_Ţ	Ш	Ц	Ţ	卭	$\Box \Gamma$	丰	工	丰	屽	$\Box$	Щ	Ţ	
OGC Gateway Process	Gate 5 Operations Review & Benefits  Live document	SRO,PB,PMO, JC SRO, PMO, PB, JC, JSC	TBC	₩	$\vdash \vdash$	+	$\vdash$		+	+			-	₩		++	+	+	₩		+	$\vdash$	-	+		+	+	+	₩	+	$\vdash \vdash$	+	
Project Implementation Plan Project business case	Live document Live document	SRO, PMO, PB, JC, JSC SRO, PMO, PB, JC, JSC	Jan-20 Nov-20	┰	+	+	$\vdash$	-+	+	+				+	+	y	x >	+	x	-+	+	$\vdash$	+	+	+	+	+	+	$\vdash$	+	+	+	
Project issues log	Live document	SRO, PMO, PB, JC, JSC	Feb-21	$\vdash$	H		$\vdash$		+	1		t		+		x	x >	_	x	х	x x	x	x x	кх	x >	( x	٠,	x x	×	+	H	+	-
Project risk reg	Live document	SRO, PMO, PB, JC, JSC	Feb-21	$\vdash$	H	+	$\vdash$	-	+	+				+	$\dashv$	x	x >			x	x x	x	x x	x	x 3	x x	H	x x	×	+	H	+	-
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC		$\vdash$	H	+	H	-t	+	T		1		+	$\dashv$	Ħ	Ť	Ť	Ħ	Ť	Ť	Ħ	+	Ħ	Ť	Ť	Ť	Ť	Ë	$\forall$	H	+	-
UK and Welsh Government feedback sessions	Business Case feedback session	SRO, CCC	Feb-21	t	H		$\vdash$		$\top$	1				T	-	T		_	$\Box$	х	ĸ	Ħ	十	+		+	+	$\top$	1	+	Ħ	1	
UK/WG Challenge Sessions	Review of first iteration of Full Business Case CSFs, rationale, achievability and		March & June 2018						$\top$					$\prod$								П		$\prod$		T	T	T		$\prod$			
	strategic alignment in 2018.	<del> </del>		$\vdash$	$\forall$	+	H	$\dashv$	+	+				+	+	H	+	+	++	$\dashv$	+	H	+	$\forall$	$\dashv$	+	+	+	$\vdash$	+	${}^{+}$	╁	

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Programme Level																					
Joint Committee	Meetings	SRO, JC, PMO	Feb-21				х						х	c x							
Programme Board	Meetings	SRO, PB,PMO	Feb-21										х								
Ec Strategy Board	Meetings	SRO,ESB.PMO	Feb-21		х							х								ES	B members met individua
Joint Scrutiny Committee	Meetings	SRO, JSC, PMO	Feb-21						х							х					

<sup>\*</sup>The risk register is also a standing item at each workstream meeting

<sup>\*\*</sup>This is covered within each workstream to ensure continuous service improvement

<sup>\*\*\*</sup>Please note the Health and Wellbeing and Education Strategic Groups have completed on their remit and delivered respective strategies. These Groups have subsequently been superseded by their corresponding Implementation Groups.

The meetings above do not include speciality group meetings which continue to the overall work specification - For example - Therapies group, physicians, hospital managers, primary care, social care (HDUHB/SBUHB)



### Skills and Talent

						2020					2020/2021											
Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	Apr	May	Jun	Jul	Sep	Nov	Dec	Jan	Feb	Apr	May Jun	Jul	Sep	Oct	Nov	Jan	Feb	Mai	
Governance																						
Project board	Live document	CCC, PCC, CCS, NPT	Jan-20	x	x	x	x x	x	x x	х	x	x x	x	x x	x x	x	x	x x	x	x 2	x monthly meeting	
Carmarthenshire County Council	Council Meetings	CCC	Jan-20	x	x	x	хх	x	x x	х	x	хх	x	x x	x x	: х	x	x x	: х	x 2	x monthly meeting	
RLSP	Meetings	RLSP	Jan-20	x	x	x	x	x														
Regional LAs	Council Meetings	CCC, SCC, NPTC, PCC	Jan-20			x			x													
Project Partners	Meetings	Partners	Jan-20	x	x	x	х	x	хх	х	х	хх	x	хх	x x	х	х	х х	x	х :	x monthly meeting	
Joint Committee	Meetings	SRO, JC, PMO	Jan-20	x	x	x	х	x	хх	х	х	хх	x	хх	x x	х	х	х х	x	x z	x monthly meeting	
Programme Board	Meetings	SRO, PB,PMO	Jan-20	x	x	x	х	x	хх	х	х	хх	x	хх	x x	х	х	х х	x	x z	x monthly meeting	
Ec Strategy Board	Meetings	SRO,ESB.PMO	Jan-20	х	х	х	хх	x	хх	х	х	х х	х	х х	хх	x	х	х х	x	x 2	x monthly meeting	
ISC	Meetings	SRO, JSC, PMO	Jan-20		х		х	х	х		х	х	х	х х	хх	x	х	х х	x	x 2	x monthly meeting	
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Assurance																						
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO																	$\Box$	TT	1	
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC	TBC									х	х									
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC	TBC																	TT	1	
OGC Gateway Process	Gate 2 Delivery Strategy	SRO, PB, PMO, JC	TBC																	TT	1	
OGC Gateway Process	Gate 3 Investment Decision	SRO, PB, PMO, JC	TBC								11						TT		$\top$	1	1	
OGC Gateway Process	Gate 4 Readiness for Service	SRO, PB, PMO, JC	TBC								11						TT		$\top$	1	1	
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC	TBC								11						TT		$\top$	1	1	
Project Implementation Plan	Live document	SRO, PMO, PB, JC, JSC	Jan-20	х			х		х		х		х		х		х		х	tt	1	
Project business case	Live document	SRO, PMO, PB, JC, JSC																				
Project issues log	Live document	SRO, PMO, PB, JC, JSC	Jan-20		х		х	х	х		х	х		х	х	х		х				
Project risk reg	Live document	SRO, PMO, PB, JC, JSC	Jan-20		х		х	х	х		х	х		х	х	х		х	х		x	
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC									11						TT		$\top$	1	1	
Jk and Welsh Gov Policy Workshops	Meetings	SRO, PMO	Jan-20														T		$\top$	+	-	
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Audit and risk																						
Audit	Audit	SRO, PB, PMO, JC		WAO/NAO	WAO/NAO	WAO/NAO	TT	T		T	TT		T		П	T	TT		T	$\overline{\Box}$	annual audit	
Risk Critical Friends	Meetings	PMO, IA, Proc, Risk					tt		хх	х	11				tt		1 1		$\top$	+		
essons learned workshop	Meetings	Partners										х										
Comms group	Meetings	Partners				х		х		х		х								Ш		
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# Bargen Ddinesig Swansea District & Waterfront Digital District BAE ABERTAWE SWANSEA BAY Integrated Assurance and Approval Plan

City Deat	City Dear									2020/2021																	
Assurance / approval / Reporting	Activity/Product	Primary client	Last review date	L.				019/2020																1/2022			Comments
· · · · · · · ·	Activity/Product	Primary client	Last review date	Apr	Jun Jun	Aug	Sep	9 0 9 0	Jan	8	Mar	Apr	Мау	ung	Jul.	Sep	N O O	Dec	Jan	Mar	May	į 3	Aug	0 S	Dec	Jan Feb	Ma
Governance	*																										
Project board	Live document	CCS	Jan-20		TT				x	x	x	x	x	x	x x	x	x x	x	x x	x	( x x	c x	x x	x x	x x	x x :	x monthly meeting
City and County of Swansea	Council Meetings	CCS	Jan-20						x	x	x	x	x	x	x x	x	x x	x	x x	x	( x x	K X	x x	x x	x x	x x 2	monthly meeting
UWTSD	UWTSD meetings	UWTSD	Jan-20					n I																			
Project Partners	Meetings	Partners	Jan-20						x	x	x	x	x	x	x x	x	x x	x	x x	x	( x x	x x	x x	x x	x x	x x 2	monthly meeting
Joint Committee	Meetings	SRO, JC, PMO	Jan-20					n I	x	x	×	x	×	×	x x	x	x x	x	x x	×	( x x	K X	x x	x x	x x	x x 3	x monthly meeting
Programme Board	Meetings	SRO, PB,PMO	Jan-20						x	x	x	x	x	x	x x		x x		x x	x	( x x	K X	x x	x x	í X	x x 2	monthly meeting
Ec Strategy Board	Meetings	SRO,ESB.PMO	Jan-20		TT				x	x	×	x	x	x	x x	×	x x	×	x x	x	x x	K X	x x	x x	x x	x x 2	x monthly meeting
JSC	Meetings	SRO, JSC, PMO	Jan-20		TT					T	×		×		x	×	x		×	x	c x x	x x	x x	x x	x x	x x 3	x monthly meeting
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Assurance																											
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO							x	x																	
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC	TBC																								T
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC	TBC																	П							
OGC Gateway Process	Gate 2 Delivery Strategy	SRO, PB, PMO, JC	TBC																								T
OGC Gateway Process	Gate 3 Investment Decision	SRO, PB, PMO, JC	TBC																								1
OGC Gateway Process	Gate 4 Readiness for Service	SRO,PB,PMO, JC	TBC		$\top$					1												$\top$	$\top$		1		1
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC	TBC		$\top$					1											TT	$\Box$	$\neg$	т	T	$\Box$	
Project Implementation Plan	Live document	SRO, PMO, PB, JC, JSC	Jan-20	Ħ	+				x	1		×			x		x		x	Ħ		+	$\neg$	+	1	+++	1
Project business case	Live document	SRO, PMO, PB, JC, JSC			$\top$				1		x											$\Box$			T	$\Box$	1
Project issues log	Live document	SRO, PMO, PB, JC, JSC	Jan-20		+			×	x	_	×		x		x	x	x		x	x		$\pm \pm$	_	+		+++	+
Project risk reg	Live document	SRO, PMO, PB, JC, JSC	Jan-20		$\top$			×	×		×		x		х	x	×		x	x		$\Box$			T	$\Box$	1
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC			+					_												$\pm$	_	+		+++	+
Uk and Welsh Gov Policy Workshops	Meetings	SRO, PMO	Jan-20																			$\Box$					1
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Audit and risk																											
Audit	Audit	SRO, PB, PMO, JC							IA	IA	IA	WAO/NAO	WAO/NAO	WAO/NAO								$\Box$					annual audit
Risk Critical Friends	Meetings	PMO, IA, Proc, Risk			$\perp \Gamma$			$\perp$	x	x	x						x x	x				ш		$\perp \perp$		$\Box$	
Lessons learned workshop	Meetings	Partners		ш	44	Ψſ		ᅟᆜ	4	$\bot$					ШĪ	1	$\sqcup \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \!$		ШΞ	ш	$\perp \perp \Gamma$	┷Ӏ		$\bot$		$\sqcup \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \! \!$	1
Comms group	Meetings	Partners		ш	+	1	_	$\vdash$	+		x			x	1	x		x		x	$\perp$	44	—	+	_	+++	
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Gate 0 Programme Strategic Assessment Gate 1 Business Justification Gate 2 Delivery Strategy Gate 3 Investment Decision Gate 4 Readiness for Service Gate 5 Operations Review & Benefits