Yr Egin - Phase 1

Integrated Assurance and Approval Plan

Assurance / approval / Reporting	Activity/Product	Primary client	2019/2020												2020/2021												2021/2022												Comments
			Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Governance																																							
Project board	Live document	CCC										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	monthly meeting
Carmarthenshire County Council	Council Meetings	CCC										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	monthly meeting
UWTSD	Meetings	UWTSD										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	monthly meeting
Joint Committee	Meetings	SRO, JC, PMO										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	monthly meeting
Programme Board	Meetings	SRO, PB,PMO										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	monthly meeting
Ec Strategy Board	Meetings	SRO,ESB,PMO										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	monthly meeting
JSC	Meetings	SRO, JSC, PMO												x		x		x		x		x		x		x	x	x	x	x	x	x	x	x	x	x	x	x	monthly meeting
Assurance																																							
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO																																					
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC																																					Project Approval, Build and Sign Off Completed prior to 2019
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC																																					Project Approval, Build and Sign Off Completed prior to 2019
OGC Gateway Process	Gate 2 Delivery Strategy	SRO,PB,PMO, JC																																					Project Approval, Build and Sign Off Completed prior to 2019
OGC Gateway Process	Gate 3 Investment Decision	SRO,PB,PMO, JC																																					Project Approval, Build and Sign Off Completed prior to 2019
OGC Gateway Process	Gate 4 Readiness for Service	SRO,PB,PMO, JC																																					Project Approval, Build and Sign Off Completed prior to 2019
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC																															x						Formal Gateway 5 Review completed - Green Standard Awarded
Project Implementation Plan	Live document	SRO, PMO, PB, JC, JSC																																					Completed and approved prior to operational phase
Project business case	Live document	SRO, PMO, PB, JC, JSC																	x																				Business case completed but will be updated in line with requirements from IAAP going forward
Project issues log	Live document	SRO, PMO, PB, JC, JSC								x		x		x		x		x		x		x		x		x													Operational issues register now utilised
Project risk reg	Live document	SRO, PMO, PB, JC, JSC								x		x		x		x		x		x		x		x		x													Operational Risk Register now utilised
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC																	x																				Project M&E plan completed, but will be reviewed in line with requirements of IAAP - Provisional Date for review inputted
Uk and Welsh Gov Policy Workshops	Meetings	SRO, PMO																																					Project in operational phase
Audit and risk																																							
Audit	Audit	SRO, PB, PMO, JC										IA	IA	IA	WAO/NAO	WAO/NAO	WAO/NAO		IA																				annual audit
Risk Critical Friends	Meetings	PMO, IA, Proc, Risk										x	x	x							x	x	x																
Lessons learned workshop	Meetings	Partners																			x																		Lessons Learned Workshop has informed Egin Phase 2 Progress
Comms group	Meetings	Partners												x			x			x			x			x													