Yr Egin - Phase 2

Integrated Assurance and Approval Plan

Assurance / approval / Reporting	Activity/Product	Primary client	2019/2020												2020/2021											
			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
Carmarthenshire County Council	Council Meetings	CCC										x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
UWTSD	Meetings	UWTSD										x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Joint Committee	Meetings	SRO, JC, PMO										x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Programme Board	Meetings	SRO, PB,PMO										x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Ec Strategy Board	Meetings	SRO,ESB.PMO										x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
JSC	Meetings	SRO, JSC, PMO												x		x		x		x		x		x		x
Assurance																										
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PMO																								
OGC Gateway Process	Gate 0 Programme Strategic Assessment	SRO, PB, PMO, JC																								
OGC Gateway Process	Gate 1 Business Justification	SRO, PB, PMO, JC																								
OGC Gateway Process	Gate 2 Delivery Strategy	SRO,PB,PMO, JC																								
OGC Gateway Process	Gate 3 Investment Decision	SRO,PB,PMO, JC																								
OGC Gateway Process	Gate 4 Readiness for Service	SRO,PB,PMO, JC																								
OGC Gateway Process	Gate 5 Operations Review & Benefits	SRO,PB,PMO, JC																								
Project Implementation Plan	Live document	SRO, PMO, PB, JC, JSC																								
Project business case	Live document	SRO, PMO, PB, JC, JSC																								
Project issues log	Live document	SRO, PMO, PB, JC, JSC															x	x	x	x	x	x	x		x	
Project risk reg	Live document	SRO, PMO, PB, JC, JSC															x	x	x	x	x	x	x		x	
Project M & E plan	Live document	SRO, PMO, PB, JC, JSC																					x		x	
Uk and Welsh Gov Policy Workshops	Meetings	SRO, PMO																	x	x	x	x				
Audit and risk																										
Audit	Audit	SRO, PB, PMO, JC										IA	IA	IA	WAO /NAO	WAO /NAO	WAO /NAO						IA			
Risk Critical Friends	Meetings	PMO, IA, Proc, Risk																x		x	x	x	x		x	
Lessons learned workshop	Meetings	Partners																								
Comms group	Meetings	Partners															x		x	x			x			x

Assurance / approval / Reporting	Activity/Product	2021/2022												2022/2023											
		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	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Carmarthenshire County Council	Council Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
UWTSD	Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Joint Committee	Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Programme Board	Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Ec Strategy Board	Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
JSC	Meetings	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Assurance																									
OGC Gateway Process	Risk Potential Assessment																								
OGC Gateway Process	Gate 0 Programme Strategic Assessment																								
OGC Gateway Process	Gate 1 Business Justification															x									
OGC Gateway Process	Gate 2 Delivery Strategy																						x		
OGC Gateway Process	Gate 3 Investment Decision																								x
OGC Gateway Process	Gate 4 Readiness for Service																								
OGC Gateway Process	Gate 5 Operations Review & Benefits																								
Project Implementation Plan	Live document																								
Project business case	Live document		x			x		x							x		x		x		x	x		x	
Project issues log	Live document	x		x		x		x		x															
Project risk reg	Live document	x		x		x		x		x		x		x		x		x		x		x		x	
Project M & E plan	Live document	x		x		x		x		x		x		x		x		x		x		x		x	
Uk and Welsh Gov Policy Workshops	Meetings																								
Audit and risk																									
Audit	Audit																								
Risk Critical Friends	Meetings		x		x										x		x								
Lessons learned workshop	Meetings		x			x									x			x							
Comms group	Meetings		x		x										x		x								

Assurance / approval / Reporting	Activity/Product	2023/2024												2024/2025												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	
Governance																										
Project board	Live document	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	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	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	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	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	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	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
Assurance																										
OGC Gateway Process	Risk Potential Assessment																									
OGC Gateway Process	Gate 0 Programme Strategic Assessment																									Project Approval, Build and Sign Off Completed prior to 2019
OGC Gateway Process	Gate 1 Business Justification																									Demand Study Completed (August 2021). Review to be arranged.
OGC Gateway Process	Gate 2 Delivery Strategy																									Anticipated Date for Delivery Strategy
OGC Gateway Process	Gate 3 Investment Decision																									To match up with SBCD Approval Cycle
OGC Gateway Process	Gate 4 Readiness for Service																		x							TBC in discussion with SBCD
OGC Gateway Process	Gate 5 Operations Review & Benefits																									TBC in discussion with SBCD
Project Implementation Plan	Live document																									Drafted/updated prior to each business case development stage
Project business case	Live document																									Developed in line with Gateway process
Project issues log	Live document																									
Project risk reg	Live document	x		x		x		x		x		x		x		x		x								
Project M & E plan	Live document	x		x		x		x		x		x		x		x		x								
Uk and Welsh Gov Policy Workshops	Meetings																									
Audit and risk																										
Audit	Audit																									annual audit
Risk Critical Friends	Meetings		x		x										x		x									
Lessons learned workshop	Meetings		x			x									x			x								
Comms group	Meetings		x		x										x		x									