

CYD-BWYLLGOR CRAFFU DINAS-RANBARTH BAE ABERTAWE

2.00 pm DYDD MAWRTH, 5 GORFFENNAF 2022, DYDD MAWRTH, 5 GORFFENNAF 2022

MULTI-LOCATION MEETING - COUNCIL CHAMBER, PORT TALBOT & MICROSOFT TEAMS

1. Penodi Cadeirydd ac Is-gadeirydd
Penodi Cadeirydd ac Is-gadeirydd ar gyfer gweddill blwyddyn ddinesig 2022/23.
2. Cyhoeddiadau'r Cadeirydd
3. Datganiadau o fuddiannau
4. Terms of Reference (*Tudalennau 3 - 10*)
I aelodau dderbyn Cylch Gorchwyl Cyd-bwyllgor Craffu Dinas-ranbarth Bae Abertawe
5. Adroddiadau Chwarterol / Adroddiad Amlygu Bargen Ddinesig Bae Abertawe (*Tudalennau 11 - 100*)
Craffu ar yr adroddiadau a drafodwyd gan Gyd-bwyllgor Dinas-Ranbarth Bae Abertawe yn ei gyfarfod ar 23 Mehefin 2022.
6. Darparu Dogfennaeth i'r Cyd-bwyllgor (*Tudalennau 101 - 102*)
Craffu ar yr adroddiad a drafodwyd yng nghyfarfod Cyd-bwyllgor Dinas-Ranbarth Bae Abertawe a gynhaliwyd ar 23 Mehefin 2022.
7. Blaenraglen Waith 2022/23 (*Tudalennau 103 - 104*)
8. Eitemau brys

Unrhyw eitemau brys (boed yn gyhoeddus neu wedi'u heithrio) yn ôl disgresiwn y Cadeirydd yn unol ag Adran 100b (4)(B) o Ddeddf Llywodraeth Leol 1972.

K.Jones
Chief Executive

Civic Centre
Port Talbot

29 Mehefin 2022

Aelodaeth y Pwyllgor:

Cadeirydd: Y Cynghorydd R.James

Is-gadeirydd: Y Cynghorydd T.Bowen

**Cynghorwyr: B.Hall, J.Beynon, S.Yelland, G.Morgan,
R.Sparks, J.Curtice, V.Holland, C.Holley,
A.Dacey a/ac M.Harvey**





SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 5th July 2022

Terms of Reference and Deed of Variation Update

RECOMMENDATIONS/KEY DECISIONS

For Members of the Swansea Bay City Region Joint Scrutiny Committee to note the Terms of Reference and the deed of variation relating to the amendment of the Swansea Bay City Region Joint Scrutiny Committee’s and in particular the Scrutiny Committees Quorum.

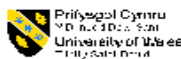
The Legal officer will be present at the meeting to provide a response to any questions that the Scrutiny Committee may have.

REASONS

To note the deed of variation following the Committee’s request.

BACKGROUND

On the 13th September 2019, the Chair of the Joint Scrutiny Committee wrote to the Joint Committee requesting matters be considered prior to finalising the Joint Committee agreement. One of these was that the quorate be reduced from 8 to 6 for the Joint Scrutiny Committee.



Correspondance was received from the Chair of the Joint Committee confirming that the Joint Committee had requested that legal officers consider whether the amendment to the quorate number could be made under delegated powers without a full report having to go back to constituent Councils. Once a discussion had taken place with legal officers the matter would be reported back to Joint Committee.

Following the correspondence, legal officers had considered the position in respect of quorum and a report was brought to the Joint Committee on the 7 July 2020 for approval to formally amend the Joint Committee Agreement to incorporate this requirement.

Following approval a deed of variation had been completed and signed to incorporate the quorum amendment suggested by the Joint Scrutiny Committee.

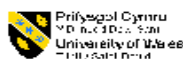
OFFICER CONTACT

Name: **Charlotte Davies**

Telephone: 01639 763745

Senior Scrutiny and Project
Manager Officer
(Neath Port Talbot Council).

Email: c.l.davies2@npt.gov.uk



DATED

2022

- (1) CARMARTHENSHIRE COUNTY COUNCIL
and
(2) NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
(3) PEMBROKESHIRE COUNTY COUNCIL
(4) THE COUNCIL OF THE CITY AND COUNTY OF SWANSEA

DEED OF VARIATION

- relating to -

**AGREEMENT FOR THE
ESTABLISHMENT OF A JOINT
COMMITTEE FOR THE
SWANSEA BAY CITY REGION**

Legal, Democratic Services
and Business Intelligence
Civic Centre
Oystermouth Road
Swansea SA1 3SN

THIS DEED IS MADE ON

2022

THE PARTIES

- (1) **Carmarthenshire County Council of County Hall**, Carmarthen, Carmarthenshire SA31 1JP; and
- (2) **Neath Port Talbot County Borough Council** of Port Talbot Civic Centre, Port Talbot SA13 1PJ; and
- (3) **Pembrokeshire County Council** of County Hall, Haverfordwest, Pembrokeshire SA61 1TP; and
- (4) **The Council of the City and County of Swansea** of Civic Centre, Oystermouth Road, Swansea SA1 3SN

(together referred to as “the Councils”)

BACKGROUND

- A This Deed is supplemental to an agreement entered into by the Councils on 31st August 2018 and titled “Agreement for the establishment of a joint committee for the Swansea Bay City Region” (the **Agreement**) and as varied by a Deed of Variation dated 11th December 2019.
- B The Swansea Bay City Region Joint Committee (the **Joint Committee**) resolved at its meeting on 9th July 2020 that the terms of reference of the Joint Scrutiny Committee should be amended as set out in this Deed of Variation. The Joint Committee further authorised the Monitoring Officer of Swansea Council/Heads of Legal of Carmarthenshire, Pembrokeshire and Neath Port Talbot Councils to enter into any agreement necessary to effect the changes to the Agreement.

AGREEMENT:

1 Definitions and interpretation

Unless otherwise provided the words and expressions defined in, and the rules of interpretation of, the Agreement shall have the same meaning in this Deed.

2 Amendments to the Agreement

The Councils agree to vary the Agreement as follows:-

Schedule 12 – Terms of Reference of Joint Scrutiny Committee

Paragraph 7 is deleted and replaced with

“7. Quorum

7.1 The quorum for meetings shall be no less than 6 members, which must include at least 1 member from each of the 4 Authorities. The Joint Scrutiny Committee is not permitted to scrutinise a matter relating to a project if a member representative of the Councils involved in that project is not present at the meeting.”

3 Variation date

The parties agree that the amendments set out in this Deed shall have immediate effect.

4 Agreement in full force and effect

This Deed is supplemental to the Agreement and, subject to the amendments described in this Deed, the Agreement shall remain in full force and effect.

5 Confirmation and incorporation

The parties further agree and declare that the terms of the Agreement except as varied by this Deed are confirmed as if the same were set out in this Deed in full and that such terms as so varied shall for all purposes (including but without limitation for the purposes of s2 of the Law of Property (Miscellaneous Provisions) Act 1989) be deemed to be incorporated in this Deed.

6 Governing law

This Deed and any dispute or claim arising out of, or in connection with, it, its subject matter or formation (including non-contractual disputes or claims) shall be governed by, and construed in accordance with, the laws of England and Wales.

7 Jurisdiction

The parties irrevocably agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim arising out of, or in connection with, this Deed, its subject matter or formation (including non-contractual disputes or claims).

8 Counterparts

This Deed may be executed in any number of counterparts each of which so executed shall be an original but together shall constitute one and the same instrument.

EXECUTED as a deed by the parties and delivered on the date set out at the head of this Deed.

THE COMMON SEAL OF

Carmarthenshire County Council

was hereunto affixed in the presence of

THE COMMON SEAL OF

Neath Port Talbot County Borough Council

was hereunto affixed in the presence of

THE COMMON SEAL OF

Pembrokeshire County Council

was hereunto affixed in the presence of

THE COMMON SEAL OF

the Council of the City and County of Swansea

was hereunto affixed in the presence of

Schedule 12 – Terms of Reference of Joint Scrutiny Committee

1. Membership.

- 1.1 The Joint Scrutiny Committee shall comprise of 12 members in total, 3 each from the 4 Constituent Authorities.
- 1.2 The membership may not include Executive Members

2. Purpose

- 2.1 The purpose of the Joint Scrutiny Committee shall be:
 - 2.1.1 Performing the overview and scrutiny function for the Swansea Bay City Region City Deal (as specified in the Swansea Bay City Deal Joint Committee Agreement) on behalf of the 4 Constituent Authorities;
 - 2.1.2 To develop a Forward Work Programme reflecting the functions under cl. 2.1.1 above
 - 2.1.3 To seek reassurance and consider if the City Deal is operating according to the Joint Committee Agreement, its Business Plan, timetable and / or is being managed effectively;
 - 2.1.4 To monitor any City Deal Regional projects against its Programme Plan
 - 2.1.5 To make any reports and recommendations to the Constituent Authorities, whether to their executive Boards or Full Council as appropriate, in respect of any function which has been delegated to the Joint Committee pursuant to the Joint Committee Agreement
- 2.2 For the avoidance of doubt scrutiny of individual Authorities projects' shall be a matter for the relevant Constituent Authorities' Scrutiny Committee

3. Chair

- 3.1 The chair and Vice-Chair of the Joint Scrutiny Committee shall be elected by the Joint Scrutiny Committee
- 3.2 The chair of the Scrutiny Committee shall not be from the same Authority as the Chair of the Joint Committee

4. Voting

- 4.1 Each member of the Joint Scrutiny Committee shall have one vote. Decisions of the Joint Scrutiny Committee shall be made by simple majority vote.
- 4.2 In the event of equality of votes the Chair of the Joint Scrutiny Committee shall have a casting vote.

5. Conflicts of Interest

- 5.1 Members of the Joint Scrutiny Committee must declare any interest either before or during the meetings of the Joint Scrutiny Committee (and withdraw from that meeting if necessary) in accordance with their Council's Code of Conduct or as required by law.

6. Proceedings of Meetings

- 6.1 The rules of procedure of the Host Authority for the scrutiny function shall apply to meetings of the Joint Scrutiny Committee

6.2 Members of the Joint Scrutiny Committee shall be subject to the Codes of Conduct for Members of their Councils.

7. Quorum

7.1 The quorum for meetings shall be no less than 8 members, which must include at least 1 member from each of the 4 Authorities

8. Frequency

8.1 The Joint Scrutiny Committee shall meet quarterly. Additional meetings may be convened by the Chair on at least 7 clear days notice.

9. Allowances

9.1 No allowances shall be paid

10. Servicing

10.1 The Host Authority for the joint scrutiny functions shall be Neath Port Talbot County Borough Council

11. Sub-Groups

11.1 The Joint Scrutiny Committee by agreement may create Task and Finish Groups.

12. Review

12.1 The Terms of reference of the Joint Scrutiny Committee shall be reviewed annually

SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 5th July 2022

SBCD Quarterly Monitoring & Highlight Reports

RECOMMENDATIONS/KEY DECISIONS

To inform Joint Scrutiny Committee of the SBCD Quarterly Monitoring Report (April 2022) for both the SBCD Portfolio and its constituent programmes / projects and the progress made in the monthly Highlight Report (May, March, February 2022)

REASONS

1. Introduction

SBCD Quarterly Monitoring Report for the SBCD Portfolio and its constituent projects provides the Programme (Portfolio) Board with a summary of key activity for the last 3 months (January - end March) and current quarter planned activity.

The SBCD Highlight Report details the monthly progress made and activities planned for the SBCD Portfolio's constituent programmes and projects.

2. Background

Annex A: Highlight Report May 2022

Annex L: Highlight Report March 2022

Annex M: Highlight Report February 2022

The SBCD Highlight Report details the monthly progress made and activities planned for the SBCD Portfolio's constituent programmes and projects.

Annex B: Dashboard Quarterly Monitoring (April 2022)

A summary of all the Quarterly Reporting documentation

Annex C: The SBCD Quarterly Monitoring Report is made up of 2 levels with several components

- Portfolio
 - Communications and Marketing

- Programmes / Project
 - Scorecard with status summary
 - Previous quarter achievements and current quarter planned activities
 - Outputs

Annex D: Integrated Assurance and Approval Plan (April 2022)

The Integrated Assurance and Approval Plan (IAAP) is a tool to plan assurance and approval points from discovery to the final stage of delivery of the Programme/Project lifecycle.

The IAAP has been developed in line with the WG Integrated Assurance Strategy, is a living document and reviewed and updated on a quarterly basis.

Annex E: Portfolio Risk Register (April 2022)

The Swansea Bay City Deal portfolio risk register captures and monitors key portfolio level risks to the delivery of the City Deal and achievement of its aims and objectives.

Annex F: Covid-19 Impact Assessment (April 2022)

The Covid-19 impact assessment is the method used by the Swansea Bay City Deal to assess the potential impact that the Covid-19 crisis has on each of nine programmes / projects and overarching City Deal portfolio.

The assessment will assure the viability and successful delivery of the City Deal programmes / projects during the crisis and recovery stages of the Covid-19 pandemic.

Annex G: Portfolio Gateway 0 Review Action Plan (April 2022)

The SBCD Portfolio Action Plan available in Appendix E has been developed in response to the recommendations made in the Gateway 0 review undertaken in July 2021

The Action Plan is a 'live' document, updated on a monthly basis with the potential to expand the scope of the plan to incorporate other work areas of the PoMO. As such it will be the Portfolio Action Plan and a key operational document for overseeing the timely and effective delivery of the forward work programme of the SBCD PoMO.

Considerable progress has been made on the actions identified in response to the Recommendations. Whilst two of the actions have been completed, the majority of the other actions are well underway and are due to be closed off with the submission of the updated Portfolio Business Case by the end of March 2022

Annex H: Procurement Pipeline (April 2022)

The SBCD has an agreed set of procurement principles that outline the expected approach for its programmes and projects to follow. Achieving the maximum of community benefit and social value are primary considerations of these principles.

This procedure accepts that there is an obligation in the WPPS for the public sector to report community benefits annually for projects over £1m, utilising an acceptable method such as the WG community benefits toolkit. The SBCD procurement principles acknowledge this requirement.

The SBCD Procurement Pipeline details the route of procurement, start and completion date and contract value which covers the design and construction phase of the SBCD Programmes and Projects

Appendix I: Portfolio Issues Log (April 2022)

The Swansea Bay City Deal portfolio issues log captures and monitors key portfolio level issues to the delivery of the City Deal and achievement of its aims and objectives.

Appendix J: Benefits Realisation (April 2022)

The SBCD Benefits Register captures the annualisation of Portfolio benefits for Investment, GVA and Jobs that will be delivered up to 2032/33

Appendix K: Construction Impact Summary (April 2022)

The purpose of the combined risk/issues assessment and impact assessment is to highlight and quantify the specific risks/issues currently being experienced throughout the construction industry. SBCD Programme Board and Joint Committee have requested that all programmes and projects assess their current status and ongoing monitoring with regards the potential impact these construction challenges will have on the successful delivery of the portfolio and the constituent programmes and projects.

OFFICER CONTACT

Name:
Amanda Burns

Email: ajburns@carmarthenshire.gov.uk

Mae'r dudalen hon yn fwriadol wag



SBCD Highlight Report

May 2022



Business Engagement

SBCD Portfolio Office April - May 2022



Peter Austin
Business Engagement
Manager

Activities Completed

Activities

- ESB meeting at Oriol Science to consider HAPs supply chain

Attendances:

- Intro Biz network event Swansea
- Penre Awel community Benefits with Bouygues
- Attendance at DCW launch event
- 4th Regions skills event
- Business Wales Supply chain Webinar
- Green Industries Steering group – no regional rep available due to elections

Meetings

- Tallarna – supporting HAPs
- Pembs LEAP meeting
- Alex Williams – Global Maritime Services
- Gino Bawn – RWE, exploring opportunities for engagement with SBCD projects

- NOTE: Bank holidays and annual leave taken during this period.

Activities Planned/Ongoing

Current

- Planning for demonstration of Beauhurst investment platform to PL's & stakeholders – limited take up for date proposed during Easter holidays, now rearranged for 9/6/22
- Planning event with IOD and PDM 26/4/22
- Developing proposal for Business News Wales marketing support
- Business Engagement support for programmes and projects, Skills, Penre Awel, HAPS, Campuses & Yr Egin
- Exploring opportunities for engagement with Princes Trust across portfolio
- Exploring potential for use of Blockchain as pilot in portfolio.

Ongoing

- Coordinating ESB meetings with Chris Foxall
- Monitoring Portfolio procurement pipeline
- Managing SBCD LinkedIn account
- Attendance at CEIC steering group meetings
- Meetings with WG Relationship Management Team
- Developing joint work programme SBCD & Wales Co-op

Risks

- Ongoing alignment of Regional Strategy development to development of E&I framework leading to lack of coordinated approach to engagement and investment across portfolio
- Projects adopting silo approach to business engagement
- Potential cost increases during construction phases of projects
- Poor take up of offer of support from ESB to assist projects with supply chain creation, private sector investment or building sectoral eco systems could cause opportunities to be missed.

Issues

None



Communications and Marketing



Heidi Harries
Communications
and Marketing Officer

SBCD Portfolio Office April – May 2021/22

Activities Completed

- Represented the City Deal in the Introbiz Event in Swansea and a Renewable Energy Event in Pembroke Dock and social posts to promote the events.
- Social posts the Innovation Matrix Meet the Buyer Event, Oonagh in HAPS, and the vacant Project Assistant role
- Finalised draft 1 of the Annual Report for Programme Board approval.
- Finalised draft 1 of the Marketing and Communications plan for Campuses which was approved by the Campuses Board.



Activities Planned/Ongoing

- Working with PM on a list of key milestones that should be included in PR
- Evaluating the Business News Wales proposal and planning a schedule of activity.
- PR on Vortex for SILCG (once post election period has ended)
- Draft 2 of the Annual Report
- PR for the Skills / Pembrokeshire College Renewable Energy pilot project
- Launch Event for the Skills project (10th June)
- Representing the City Deal in the Welsh Business Show (1st June)

Risks

Increases in constructions costs may have implications to overall project budgets/timelines/quality which may create variance from the figures that the press have already publicised.

Issues

None



Pembroke Dock Marine



Steve Edwards
Commercial Director
Port of Milford Haven

Project Partner Lead: Pembroke Dock Marine Board

16 March to 19 May



Activities Completed

All: Partners attended MEW conference in Llandudno in March

PDI:

- Annex 4: New roof complete, footings and concrete pour for foundations complete in readiness for new link building, 1st Fix M & E, and dry lining all underway.
- Annex 3: New roof complete, Concrete repairs complete, External underpinning completed
- Lot 2A: Main Contractor ECC Contract issued for workboat pontoons/pickling pond infill and demolition works. SAB Approval received
- Lot 2A: 100% "For Construction" design issued for pricing. Both applications for the Phase 2a Reserved Matters application and the Phase 2a Discharge of Conditions application have now been submitted.

META:

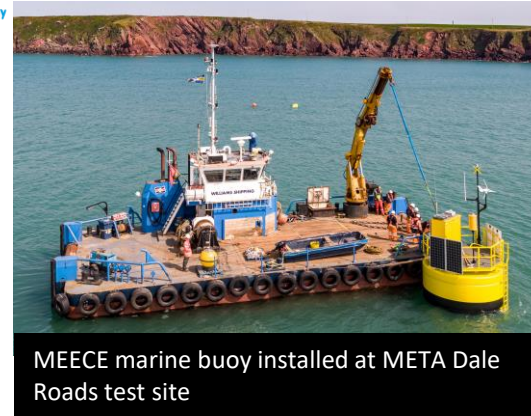
- Attend, exhibit and present at Marine Energy Wales Conference
- Town and Country Planning consents for site improvements permitted
- MEECE marine buoy installed at Dale Roads test site

MEECE:

- MEECE marine buoy installed with research two projects
- New innovation manager starting
- Attended MEW conference, delivering meet the expert session

PDZ:

- Team will be increasing to 4 as of 1st of June, 5th role being advertised. (IP6a)
- Environmental Scoping and Technical Procurement Awarded.
- CSP Hosted FLOW summit in Exeter April 27th



MEECE marine buoy installed at META Dale Roads test site

Activities Planned

- IOD briefing on SBCD and PDM at Milford Haven 26th May

PDI:

- Lot 1: Review of slipway redesign to be finalised, costed and then instructed. Main contractor to mobilise to site and commence works
- Lot 2A: Main contractor to return price and programme for ECC contract
- Lot 3: Commence programme and costing review.
- Holistic Network Design due for consultation.
- Responding to OFGEM's Minded to Decision around Shared Assets and Anticipatory Investment.

Risks

- Ongoing material costs increases presenting a risk to deliver IP1 to budget.
- Due to the issue raised around redesign work for slipway (noted below) there is a risk this may impact completion date – currently Dec 2023
- PDI Lot 1 Construction Programme end date (see below)
- Floating Offshore Wind requirements presenting significant opportunity but further intervention in transmission infrastructure and multiple regional ports needed in order to connect the projects to the UK energy system & compete with European ports to capture benefit.
- Mitigations – Ongoing dialogue with contract partners and funding bodies. Early collaboration discussions with Regional Ports ongoing

Issues

- Annex 4: Asbestos contaminated ground work completed. Hangar Annexes completion delayed to Q1 2023
- Redesign work underway for slipway to address increasing costs due to inflation/commodities increases and availability
- Capital cost increase PDI project budget. Further phases are at different stages in the PDI development plan but MHPA continue to work to inform options to mitigate (IP1)
- Ensuring appropriate level of project and program governance / reporting is established to maintain the projects value to the SBCD whilst ensuring the project remains delivery and impact focused.
- PDI Lot 1 ECI design stage prolongation will result in delayed start to Lot 1 Slipway/workboat pontoons and extended completion dates (Jan 2024)

Digital Infrastructure



Programme Partner Lead: Carmarthenshire County Council



Activities Planned

Activities Completed

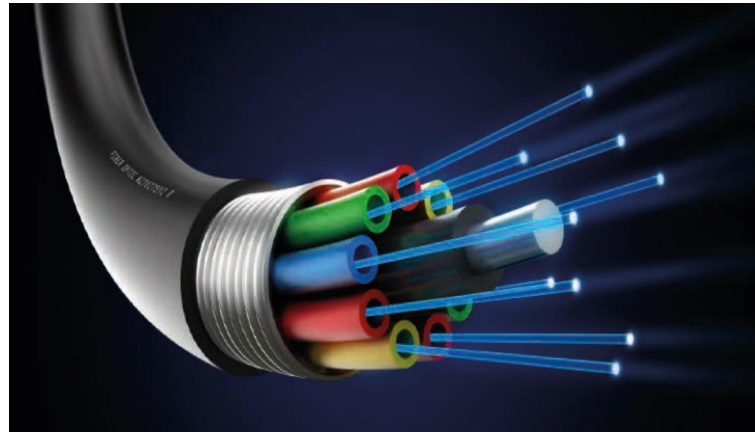
Programme business case, delivery dates and financial spend reprofiled via regional change management process to reflect current delivery position.

Regional Digital Funding Agreement signed by City Deal and lead local authority (Carmarthenshire)

4-year programme of work and comms plan completed for rural support and engagement resources.

4-year programme of work complete for Next Gen Wireless workstream resources.

Programme measures, outputs and outcomes refined to ensure accurate programme benefits realisation.



Refine regional hub site lists for fiber infrastructure investment.

Establish specific revenue implications for partner organisations as a result of hub site procurements.

Fully understand latest subsidy control constraints for hub site fiber investment.

Develop memorandums of understanding for hub site procurements.

Refine the commercial case for procurement of hub sites.

Begin recruitment of resources in local authorities.

Assess viability of a SBCD rural superfast procurement.



Risks

Delay in recruitment of local human resources allocated to the programme. Job profiles and primary funding agreements have now been approved by Board. Collaboration agreements including schedules detailing human resource requirements drafted and shared with local lawyers for comment ahead of formal submission to Board

Visibility of commercial investment plans across the Region. Continued engagement with fibre and mobile infrastructure providers to establish plans for infrastructure investment in the region. Ongoing lobbying of both UKG and WG for further clarity on plans and timescales for roll out of digital infrastructure projects including GIS and Project Gigabit and for early sight of results of the OMR and clarity on USO

Issues

Limits on internal resources to support the Programme and its individual Projects due to Covid response and their own competing priorities are highlighted and compounded by the continued lack of endorsed Regional funding and collaboration agreements and associated delayed recruitment of additional local resources.

Pentre Awel

Project Partner Lead: Carmarthenshire County Council



Dr Sharon Burford
Project Manager

Activities Completed

- Reserve Matters Application submitted 8th April 2022
- Successful Meet the Buyer event held at Parc Y Scarlets on 30th March 2022. Over 120 businesses were in attendance, with good turnout from local suppliers: around 60% from SBCR and nearly 40% from Carmarthenshire
- Ecology and Ground/Site Investigation work onsite in support of Zone 1.
- Heads of terms in draft with three tenants.
- Detailed design workshops held with these tenants to develop internal design.
- Strategic Partnership in place with Cardiff University to lead on Innovation and Business development. This will link with the Hywel Dda clinical research and engineering which will be located within Pentre Awel.
- Education Skills and Training Implementation Group and two task and finish sub group operational. Mapping exercise underway to consider new courses and existing courses that could be developed in Pentre Awel with inks to City Deal Skills and Talent and RLSP. Discussions re curriculum development in allied health professions.
- Health Implementation groups ToR established.
- Community Benefits stakeholder meeting ongoing with multi stakeholder representation. CCC internal meeting to give oversight and assurance.
- Stage 1 design for Zone 3 completed

Activities Planned

- Design freeze of health, leisure and research areas to enable work packages to be finalised and tendered between June – September
- Reserve Matters Application to be determined at June planning committee
- Discharging pre-commencement planning conditions for Zone 1.
- Potential for early enabling works to be undertaken onsite over the summer months
- Finalise TOMs (Themes, Outcomes and Measures) to be adopted by Bouygues UK as part of their community benefits programme for Zone 1
- Development of whole operating model including catering.
- RIBA Stage 2 and 3 design development of Zone 3 (assisted living)
- Potential to expand Schools Engagement underway to promote widening access under discussion within the Authority.
- Health Implementation Group to hold first meeting July
- Gateway Review targeted September/October 2022



Risks

- Zone 1 not delivered to programme and budget.
Mitigation - Bouygues UK appointed; Construction Board established; stakeholders engaged to review designs; technical working groups underway; Gleeds and Arup providing design adjudication, cost consultancy, NEC3 PM and supervisor roles
- Failure to maximise whole system benefits.
Mitigation – workstream groups (incl. education, health, research and leisure; Community Benefits Group formed to monitor and facilitate Bouygues Community Benefits Programme



Swansea City & Waterfront Digital District

Project Partner Lead: City & County of Swansea



Huw Mowbray
Project Manager

Activities Completed

Arena

The Arena has been operational since March and has held a number of successful events.

Hotel: Consultants JLL reported the offer from Cairns which is the best reasonable obtainable in the market. Funding support is required & pursuing funding options.

71/72 Kingsway

Construction programme continuing. The first of 2 tower cranes was erected May 7th and 8th. Commercial updates – discussions continuing on HoDs with flex tenants - dialogue with their legal in hand.

Innovation Matrix

Planning “reserved matters” was submitted on April 20th 2022

Funding agreement finalized between CCoS and UWTSO

Good progress has been made with tenant and partner engagement

Activities Planned

Arena

Hotel – Delivery reports being progressed and finance discussions continue.

71/72 Kingsway

Comms plan in progress.

Construction continues and piling advanced.

Second crane tower is anticipated for July..

Further detailed letting/operator discussions continue for 71/72 The Kingsway

Innovation Matrix

Detailed design and market testing are underway as the project progresses through RIBA Stage 4

Business/operational model to be developed further

More detailed engagement with potential tenants and partners

Public information session planned for Thursday 16th June



Risks

- Effect of Covid-19 and Material shortage on construction, including programme slowdown and impact on costs
- Inflationary pressures cited by BYUK arising from cost pressures experienced by themselves & sub-contractors on supply/availability/cost of fuel/materials attributed to Brexit, Covid, Ukraine situation:
- Effect of Covid-19 upon level and type of commercial demand for 71/72 Kingsway, Box Village and Innovation Precinct, also concerns about tenant fit-out contributions.
- Hotel: difficulties in funding are impacting delivery timescales.
- TAN15 may impact the Innovation Matrix.

Issues

Impacts of Covid and effects on redevelopment including timescales, costs and occupier demand.



Arena – from the East

Homes as Power Stations

Project Partner Lead: Neath Port Talbot Council



Oonagh Gavigan
Project Manager

Activities Completed

Continuing introduction meetings with Private companies, LA and RSL colleagues across the region and Welsh Government to ensure collaboration and maximising opportunities.

Finalised collaborative Financial Agreement to enable dissemination of funding between NPT (lead) and partner authorities.

Attended

- Site visit to Swansea Council development of 25 HAPS concept houses in Morriston.
- Presented at SBCD Showcase Event to raise awareness of upcoming HAPS funding opportunities.
- Met Climate Change Committee and attended skills workshop.
- Attended 4 The Region Event in Swansea Arena to promote HAPS and meet RSL's.
- Attended WG Innovative Housing Learning Event
- SWIC – Regional & Local area energy planning
- Gas operators working to Net Zero
- Presented at Neath Port Talbot College, to Heads of Curriculum.
- Electricity – Powering Wales to Net Zero
- SWIC – Leading by example
- Beyond the Cluster & Deployment Plans
- Met with Economic Strategy Board, initial discussions around HAPS Supply Chain Fund.

Activities Planned

Welsh Government Project Assessment Review (PAR) planned for 11th – 13th June 2022

Advertise Project Team posts, Technical Co-ordinator and HAPS Supply Chain Lead.

Finalise Monitoring and Evaluation Specification for discussion and approval at Project Board.

Seek to ensure best fit for HAPS Skills Group and seek opportunities for collaboration before finalising membership and scope of group, to discuss at Project Board.

Gain approval of proposed membership for Technical Advisory Group and draft Terms of Reference via Project Board.

Complete draft Financial Incentives Fund application form, technical advice and scoring criteria for discussion and input at Project Board.

Continue discussions to ensure a breadth of attendees and input into the pending Lessons Learned Group.

Risks

Cost increases and supply issues in relation to technologies.

TAN 15 – Updated TAN may have potential implications for the location of some assets and wider implications not yet known

Ensure alignment to other energy efficiency in housing programmes. This is in progress with on-going engagement.

Issues



Supporting Innovation & Low Carbon Growth

Project Partner Lead: Neath Port Talbot Council



Dr Brett Suddell
Programme Manager

April, 2022

Activities Completed

SWITCH NPT/Swansea University Working Group meetings held to progress Design & Build specification and regular catch ups on a fortnightly basis

SILCG Programme Board met end of March

Met with Industry Wales to progress links with industry

SWITCH SLA and Heads of Terms with NPT legal team to be finalised and signed before tender released

Hydrogen Stimulus project - USW funding agreement with legal team ready by end of June

Property Development Fund publicised on 30th March

Attended Introbiz Swansea & West Wales Expo Guildhall, Swansea attending seminars and being on SBCD stand to promote SILCG Programme

Marketing & Communications meeting held with SBCD representatives to plan promotional activities

Attended 'Preparing learners for the Renewable Revolution' on 27th April at Pembroke Dock

On-going engagement with industry, academia and government

UK Climate Change Committee visit to Bay Technology Centre

Low Emission Vehicle recruited Nigel Morris who started on 28th March

Air Quality Monitoring project advertised post for data analyst

Activities Planned

Advanced Manufacturing Production Facility – private sector engagement and Technical Advisory Group to develop specification

On-going engagement with industry, academia and government

Delivery plans to be revised and updated

Visit of the National Infrastructure Commission Wales

SWITCH SLA and Heads of Terms to be finalised and signed before tender released & supporting documentation for Tender being collated by Swansea University

Bay Technology Centre viewings with potential tenants

Risks

TAN 15 – Updated TAN 15 may have potential implications for the location of some assets and wider implications not yet known

Issues

To ensure SILCG specialist facilities meet the needs and demands of the decarbonisation agenda – on-going consultation with government, industry and academia. Technical Advisory Group to review specification prior to tender exercise.



UK Climate Change Committee visit to Bay Technology Centre

Yr Egin – May 2022



Project Partner Lead: UWTSD



Activities Completed

Following the completion of the creative sector analysis for Phase 2 UWTSD has been developing an appropriate delivery strategy based around the sector analysis, the SBCD aims and objectives and the strategic aspirations of the University.

University engaged with SBCD to agree IAAP process & timeline for developing Egin Phase 2 model.



Activities Planned

University senior internal team has mobilised and will now work on development of Egin Phase 2. University is engaging with expert consultancy support on an ongoing basis to develop new Egin Phase 2 proposal.

Development of Egin Phase 2 operational model has commenced with an assessment of industry need and will be built around a service delivery model. Senior University staff meeting this month to build workable proposal around '4 Pillars' approach.

University engaging with SBCD to develop anticipated change control process in line with new approach.



Risks

Effect of Covid-19 on the Welsh/UK/global economies and the creative sector, and the implications for future level and nature of demand for Yr Egin

Major cost increases in construction industry through inflationary pressure.

Issues

Implications of the recently announced Welsh Government strategy to achieve much increased levels of permanent remote working post Covid-19 and to develop a network of local, community-based working hubs



SBCD Campuses

Project Partner Lead: Swansea University



Clare Henson
Project Manager



Activities Completed

Varsity conference engagement session – attended by project partners, Sport Wales, UK Government, Swansea Council, ARCH, Swansea City, Scarlets, Ospreys, Vodafone and more.

A series of meetings held with potential incubator businesses for both the Singleton and Morriston sites along with potential anchor partners

Activities Planned

Recruitment of core team – 3 posts (project administrator, Project support assistant, business development and communications manager).

Follow up meetings with all workstreams and leads

Continued work in relation to Primary Funding agreement, under review

Continued Stakeholder engagement activity with potential incubator businesses

WS2: Sketty Lane Cost estimate being carried out to inform affordability

Risks

Student income benefit under threat of not achieving 2022 (5 year) target due to programme development and delays, workstream established to plan mitigating actions.

Increases in construction costs has raised a number of related risks such as material availability and affordability.

Issues

Delays in receipt of the draft funding agreement may have an effect on the Morriston management centre refurbishment timeline, as a secondary agreement needs to be produced between SU and SBUHB before work begins.



Skills and Talent

Samantha Cutlan
Programme Manager

Project Partner Lead: Carmarthenshire County Council



Activities Completed

First Pilot Project Application approved.

Skills Solution group now accepting pilot applications.

Working with Schools on ideas for pilot projects to develop Career Pathways.

Ongoing work with Pentre Awel EST to develop pilot project to meet their skills needs.



Activities Planned

Planning and preparation taking place for school engagement events to take place in Autumn term to highlight opportunities through the City Deal.

Pilot project launch event to be held in June.

Review of the Skills Barometer

Receipt of Pilot project Applications.



Risks

Lack of staff resources to deliver the programme could have consequences of the timescale of delivery of key skills required by the other 8 City deal projects. To be monitored and moving forward appointment via Agency if required.

Issues

Impact of Covid-19 on the training landscape and the changing needs of businesses as a result of the pandemic could result in the need to identify new ways of upskilling individuals. These issues will be identified within the pilot projects developed.



Swansea Bay City Deal

Progress/Reporting Dashboard

Quarter 4 2021/22 F.Y.

Tudalen27

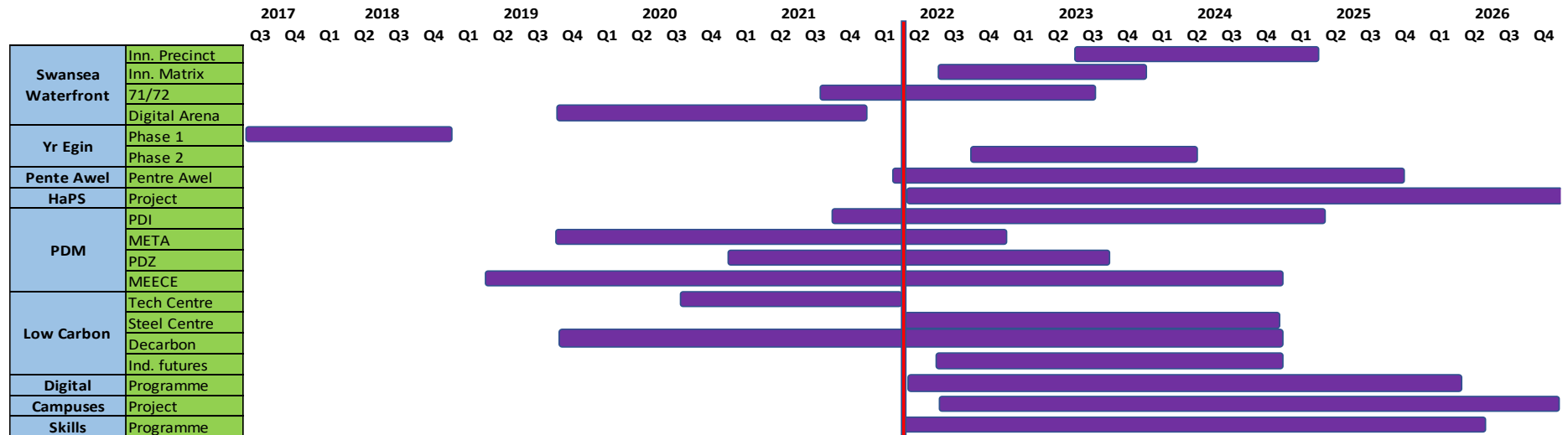


Drafted by:	Phil Ryder
Date:	14/04/2022

1. Project/Programme RAG status

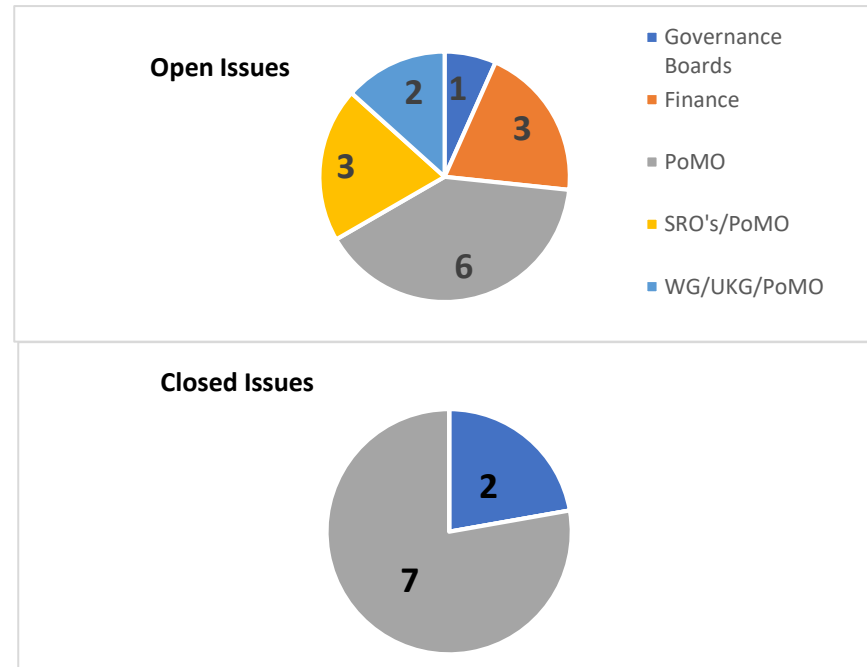
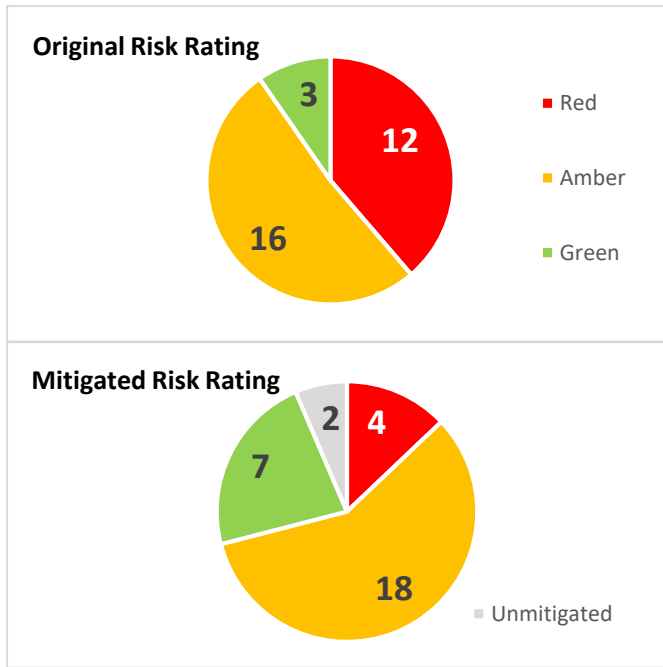
Project/Programme	Delivery	Scope	Staffing Resource	Finance	Stakeholder Engagement	RAG Status
Pentre Awel	Green	Green	Green	Green	Green	Green
Campuses	Yellow	Green	Green	Yellow	Green	Yellow
Waterfront & Digital District	Yellow	Green	Green	Green	Green	Yellow
Yr Egin	Green	Yellow	Green	Yellow	Green	Yellow
Digital Infrastructure	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow
Skills and Talent	Green	Green	Yellow	Green	Green	Green
Pembroke Dock Marine	Yellow	Yellow	Yellow	Red	Yellow	Red
Supporting Innovation & Low Carbon Growth	Yellow	Green	Green	Yellow	Green	Yellow
Homes as Power Stations	Yellow	Green	Yellow	Green	Yellow	Yellow

2. Portfolio Delivery Timeline



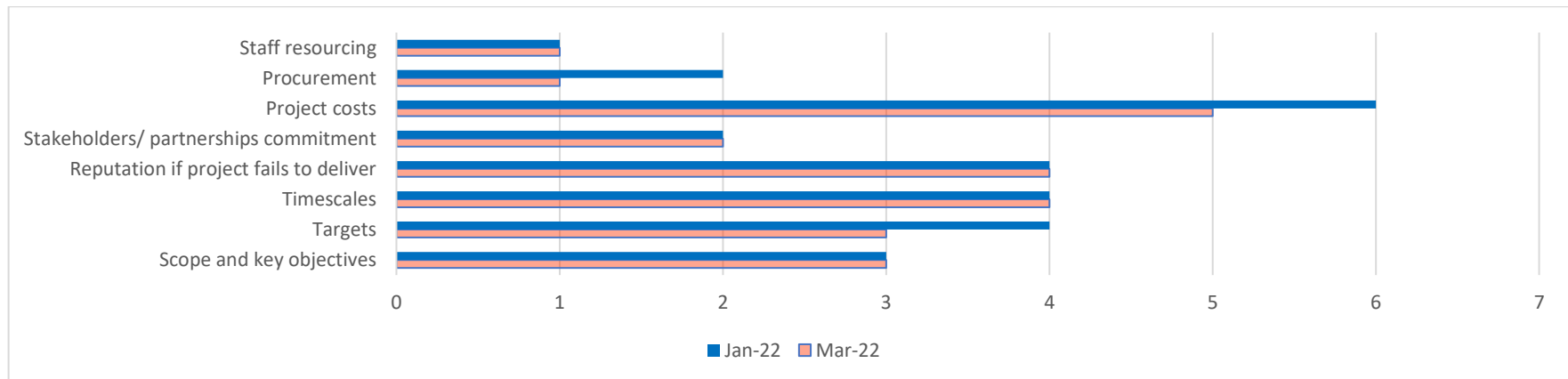
Tudalen28

3. Portfolio Risk & Issue Management



Tudalenz29

4. Risk Management – COVID Impact Assessment Red Risks



5. Risk Management – Top Red Risks

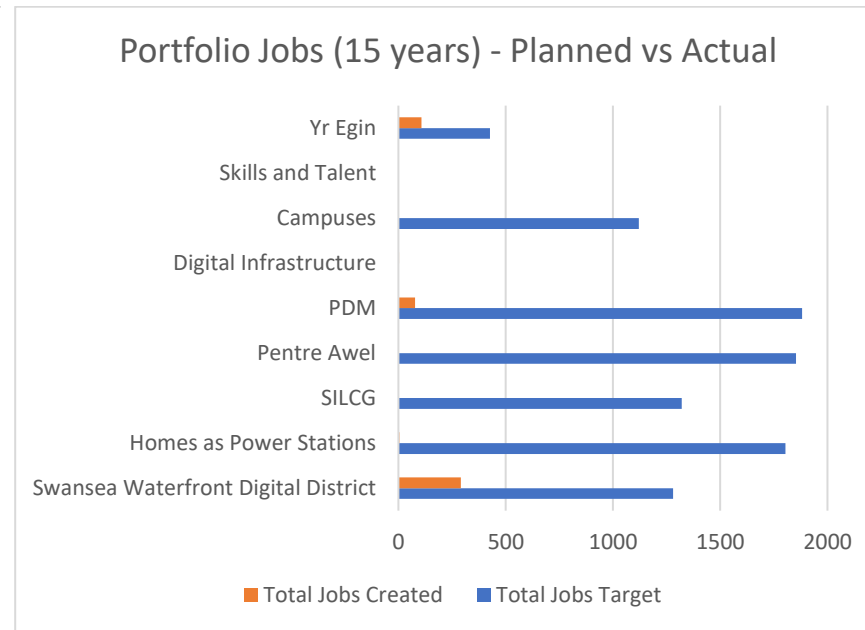
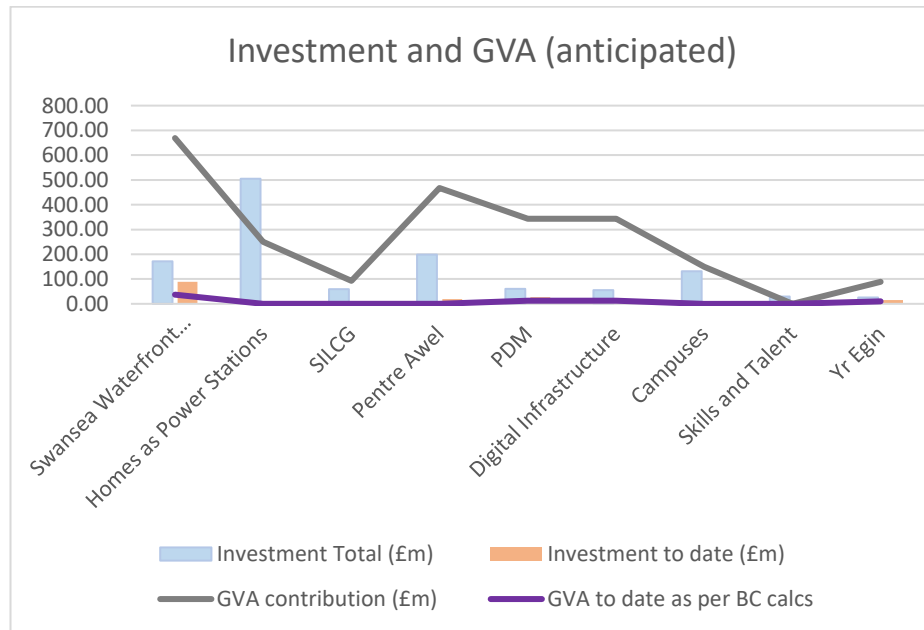
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REF.	Title	Description	Current Control Actions	Residual Probability	Residual Impact	Residual Rank
26	Private sector funding contribution/s not realised in line with business case projections.	Risk that private sector funding is not realised as per portfolio business case projections that will impact on the deliverability of outputs and outcomes of the SBCD.	05/04/22 The Portfolio is on track to realise the Private Sector funding however it is acknowledged that the timescales have slipped marginally due to macroeconomic events, Business Case development and approval process.	4	4	16
31	Increase in cost of construction.	Risk that cost of construction may increase impacting on budgets set out in Programme / Project Businesses resulting in an overspend.	05/04/22 PoMO presented the Construction Impact Assessment to Programme Board on 29th March 2022. 3 completed returns, 3 returned with rationales for nil responses and 3 nil responses. Continued ongoing evaluation quarterly until all procurement activity is completed, will then be reviewed accordingly. PoMO facilitated an Event on 14th February 2022 hosted by Civil Engineering Construction Association (CECA) and Constructing Excellence in Wales (CEW). All Programme / Project Leads, SRO's and other City Growth Deals in Wales were invited to attend.	5	3	15
33	Welsh Government 2021 update of Technical Advice Note (TAN) 15 development risk of flooding and coastal erosion and associated flood planning maps.	Proposed updates to the TAN and maps have recategorised the vulnerability of certain developments, increased the extent of the flood maps and the ability of landowners and local authorities to potentially achieve planning permission and ultimately develop land affected by the 2021 updates.	05/04/22 SBCD Programme (Portfolio) Board identified there is still a potential impact associated with TAN 15. It has been agreed that the PoMO will escalate this to Joint Committee following the elections with the intention that the Local Authority Leads will pick up the conflicting information in relation to the implementation of the proposed changes with the WLGA. The PoMO have engaged with Programmes / Projects to determine potential areas that are affected by the new maps	4	4	16
43	Slippage in delivery of programmes / projects against key milestones	As all City Deal Business Cases have now been approved the risk that City Deal doesn't achieve the outcomes intended within the timescales agree due to slippage in delivery of programme against key milestones resulting in borrowing and recuperation not accurately reflecting spend. Has been re-assessed following the closing of Risk ID SBCD013.	The City Deal Finance Manager and PoMO Manager are now working with the Programme / Project Leads, to identify changes to plan and report them through the Change Control Process. Procurement Pipeline is now part of the Quarterly Monitoring process that is presented to Governance Boards. PoMO have created a Dashboard to summarise activity and risk across the Portfolio which is presented quarterly through the Governance Boards.	4	4	16

6. Benefits Realisation

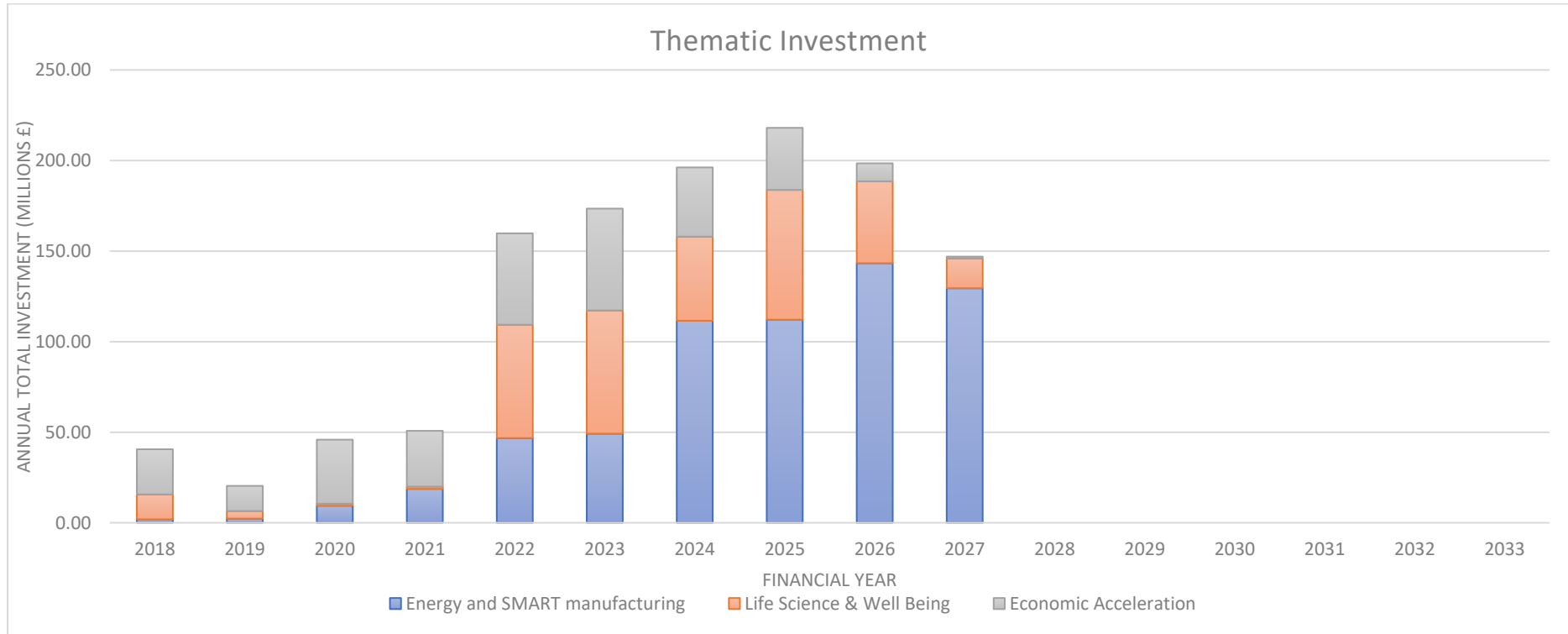
Project/ Programme	Investment Target (£m)	Investment to Date (£m)	Jobs Target	Jobs Created	GVA Target (£m)	Anticipated GVA YE21/22 (£m)
Swansea Waterfront	171.54	89.37	1281	291	669.00	36.97
HaPS	505.50	0.05	1804	5	251.00	0.00
SILCG	58.70	10.30	1320	1	93.00	0.00
Pentre Awel	199.19	19.17	1853	2	467.00	0.00
PDM	60.47	21.96	1881	77	343.00	12.60
Digital Infrastructure	55.30	0.54	0	3	318.80	0.00
Campuses	131.98	1.14	1120	2	150.00	0.04
Skills and Talent	30.00	0.20	0	2	0	0.00
Yr Egin	25.17	14.87	427	107	89.00	9.72
Total (number)	1237.85	157.59	9686	490	2380.80	59.33
Total (%)		12.73%		5.06%		2.49%

Tudalen 31

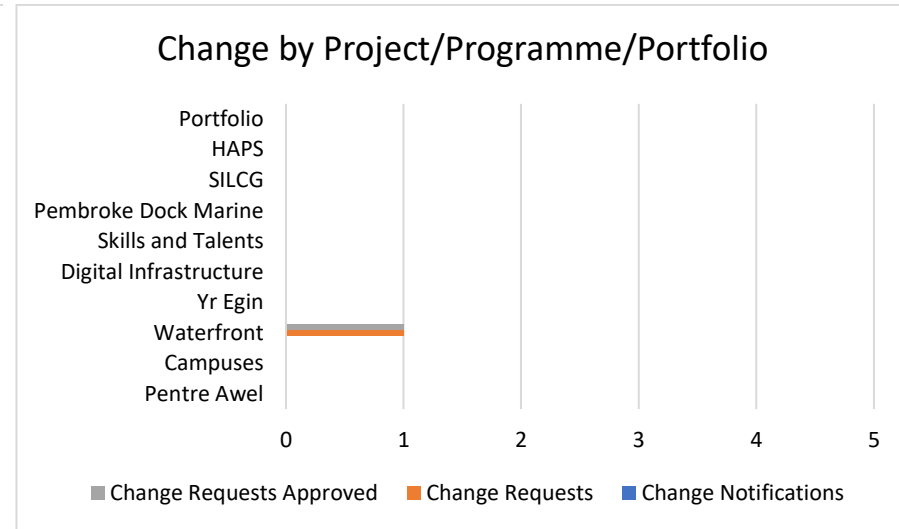
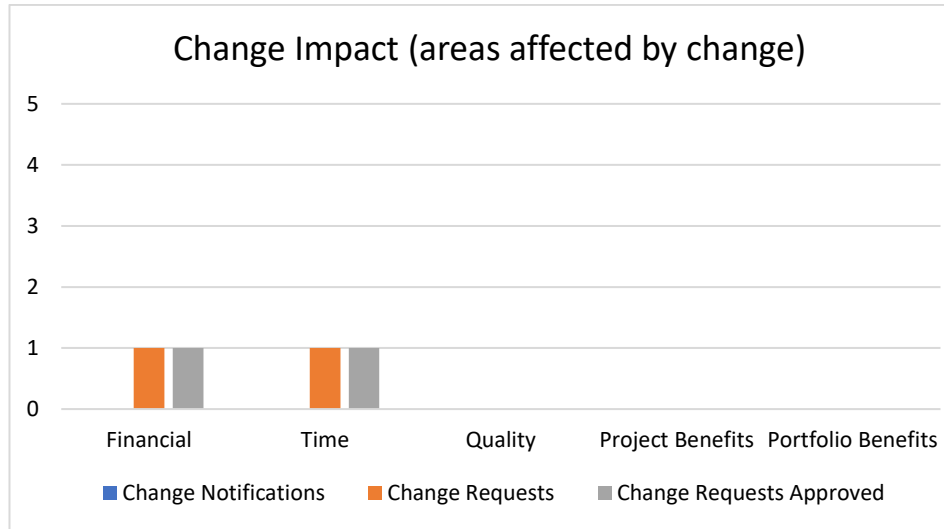


7. Financial Management

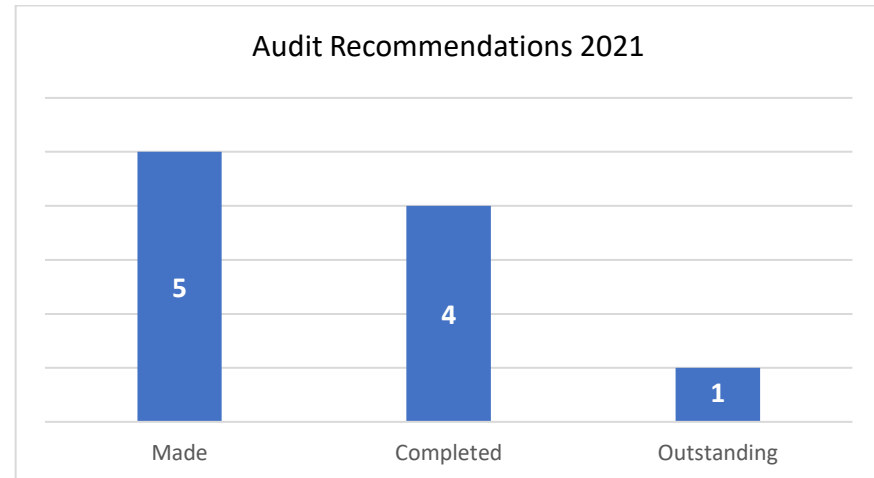
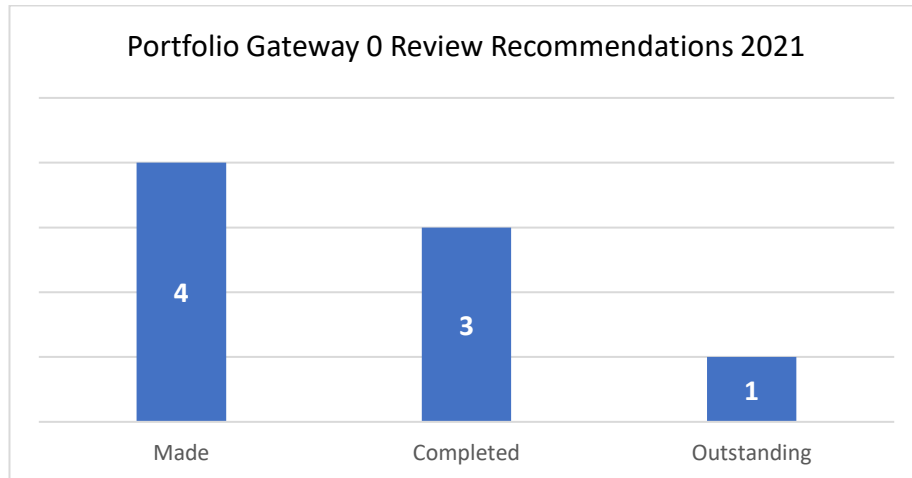
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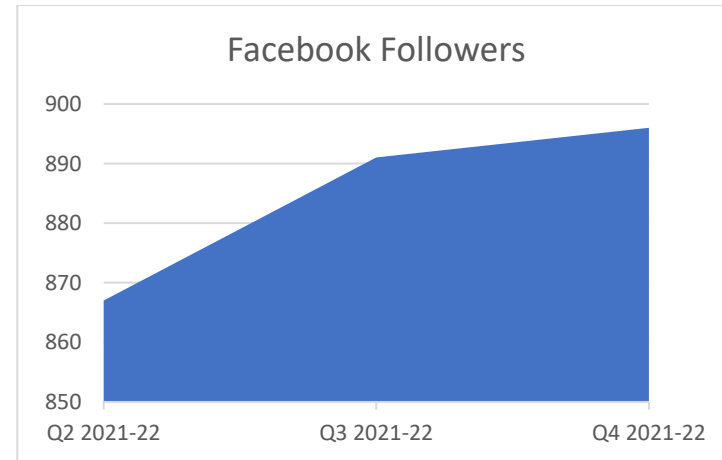
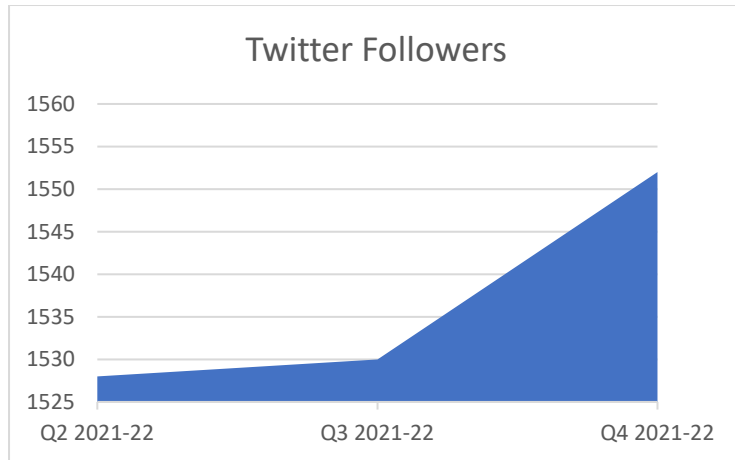
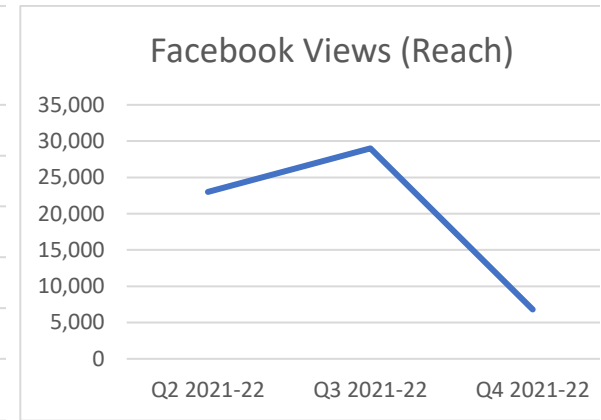
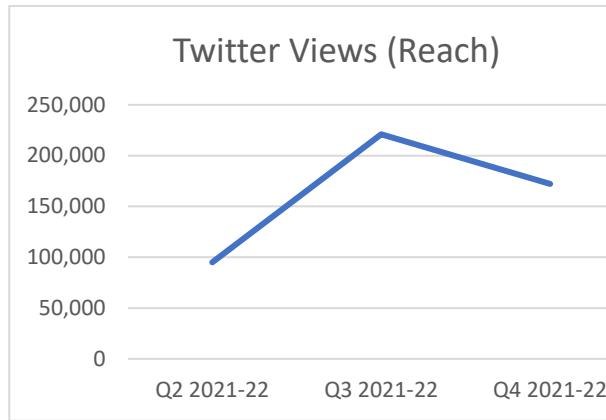
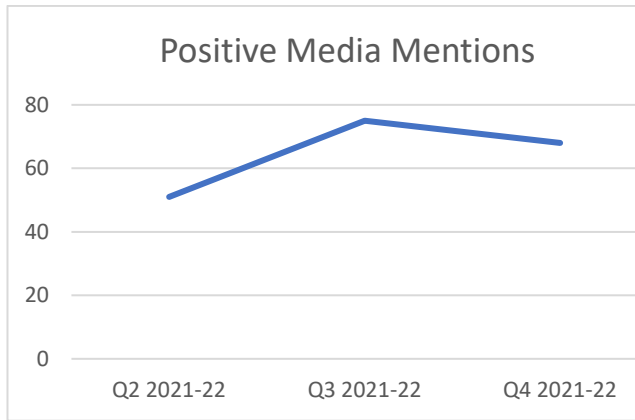
8. Change Management



9. Assurance & Audit Reviews



10. Communications and Engagement

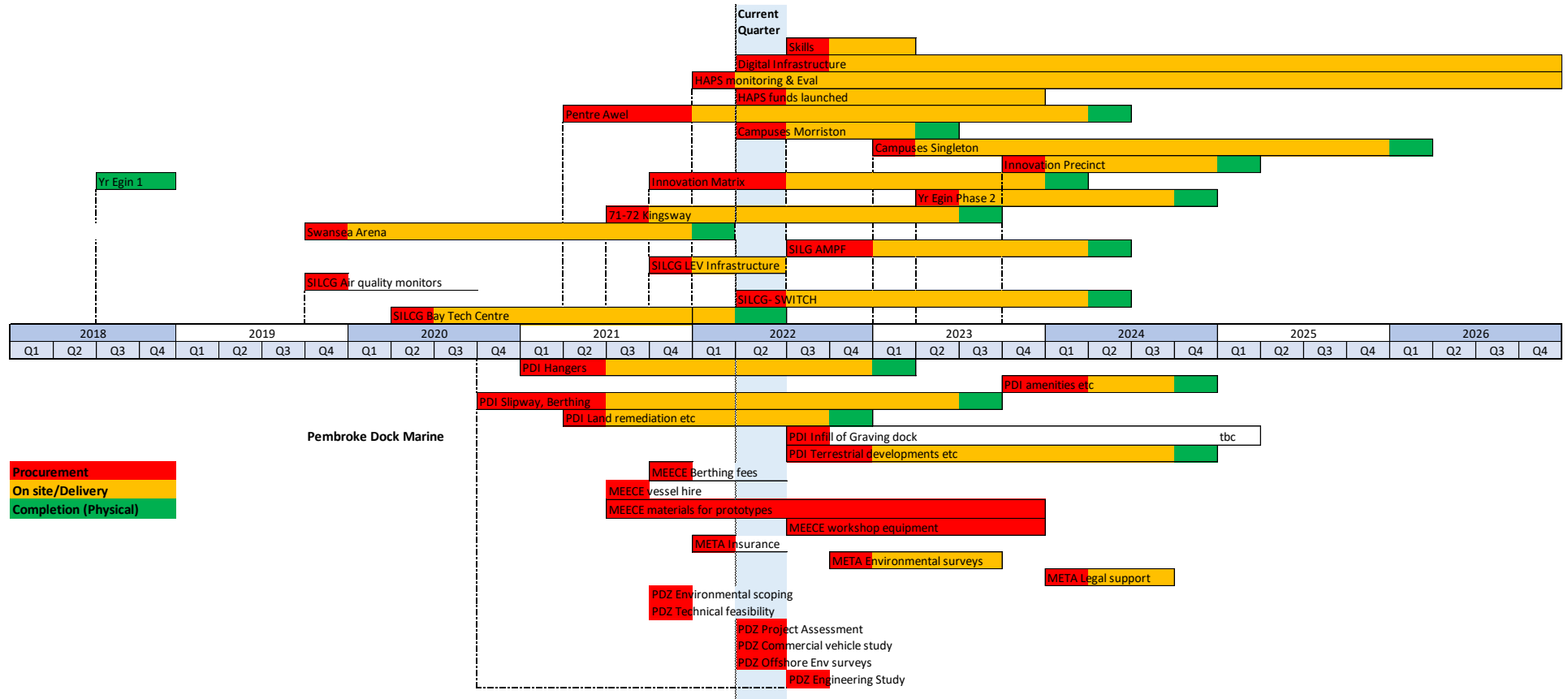


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11. Procurement Pipeline

Below is a pictorial representation of key procurement activity as of 31st March 2022, across the Programmes and Projects making up the Portfolio.

Tudalens35



12. Future inclusions

There are several additional aspects of reporting that the PoMO will look to include in coming iterations, initially, these will include:

- Resource (people) management – this is the resources required by each deliverer, identified within the respective business cases to deliver the SBCD schemes and the current levels of staffing against this commitment.
- Further breakdowns of financials as recently requested at JC.
- Quarterly updates on forecasted benefits, do the actual vs planed show progress being ahead, behind or as forecast.
- LinkedIn reach/stats
- Visits and Event info
- Delivery timeline has been set for 2022 Portfolio Business Case update, any movement to delivery timelines will be shown in future reports.

Swansea Bay City Deal Portfolio Quarterly Monitoring Report April 2022

Programme / Project Scorecard

Prog / Proj	Status Update	Delivery	Scope	Staffing Resource	Finance	Stakeholder Engagement	Overall
Digital Infrastructure	The programme has been assessed as Amber / Green via a thorough external peer stage gate review.						
Pembroke Dock Marine	Overall status Red due to cost increases being realised portfolio wide. Project Partners are mitigating and appraising options to de-risk project, whilst balancing the need to commence delivery post funding and collaboration agreement execution.						
Pentre Awel	<p>Delivery – Updated from Amber to Green following the appointment of Bouygues UK as preferred contractor for Zone 1 and commencement of pre-construction activities. A maximum price has been secured and presented to CCC full Council in March.</p> <p>Finance – Remains Green as lease agreements with proposed tenants for Zone 1 are progressing. Risks relating to build costs, inflation and materials are being managed by Bouygues and Gleeds.</p>						
Yr Egin Tudalen 38	Increasing economic uncertainty and Covid implications impacting on levels and nature of demand. Following Phase 1 Lessons Learned exercise, an updated Creative Sector demand analysis has identified a significant change in the type of target companies (by financial size) and nature of provision required (bespoke support services rather than leased floorspace). Project team now moving forward with Change Identification Notice for Egin Phase 2.						
Campus 38	Project approved DEC 2021 so currently in Delivery phase. Delays with the funding agreement have started to effect the timeline of the project, work is currently being carried out to define an appropriate formal change request. Scope of the project remains currently as per the Business case however particular focus is on the affordability of the phase 1 Singleton development. Mitigating actions formulated and pending project board approval.						
Homes As Power Stations	Project Manager in post Nov 2021 Scope agreed and fund guidance in development Project Team to be appointed in Q4 Funding agreements in progress Ongoing stakeholder mapping and engagement Monthly HAPS project board meetings						
Supporting Innovation & Low Carbon Growth	<p>Two projects in delivery</p> <p>Programme implementation and delivery plan live</p> <p>Programme Manager recruitment completed and new Programme Manager in post since 10th March 2022</p> <p>SILCG Programme Board meets monthly</p> <p>PAR June 2020 & CFR Oct 2020 – recommendations monitored by Programme Board</p> <p>Engagement with public, private and academia on-going</p>						
Skills & Talent	Waiting for HR approval for recruitment of remainder of team, which is currently a resource challenge.						
Swansea City & Waterfront Digital District	<p>Arena opened on March 3rd and Coastal Park and Car Park completed March 15th.</p> <p>71-72 Kingsway (Digital Village) in construction phase.</p> <p>Swansea Waterfront Business Case is being updated and plan to go through change request in May to reflect 71-72 going to FBC. Gateway Review zero agreed for Sept 2022.</p> <p>Discussions ongoing between Swansea Council & UWTSO about the delivery of the Innovation Precinct</p>						

Title	Portfolio Management Office (Communications & Marketing)	Reporting Period	April 2022
Officer	Heidi Harries (SBCD Communications & Marketing Officer)		

Key achievements over the last 3 months – January, February, and March

- Approval of all projects and programmes by the Welsh Government and UK Government.
- 68 positive mentions in the local, regional, national and specialist media for the SBCD portfolio and its programmes/projects. This included coverage on Wales Online, Western Mail the South Wales Evening Post, Wales Business Insider, Business News Wales, Wales 247, Inside Media, and specialist publications. Topics covered included All Projects and Programmes being approved by UK Government and Welsh Government, Low Carbon Property Development Fund launched, Swansea Arena now open, Universities join ORE Catapult Centres of Excellence.
- Twitter posts - From 1st January to 31st March 'reach' was 172.1k – this is the number of people that saw the posts, engaged, clicked on, re-tweeted, commented or liked. Number of followers is 1,552
- Facebook posts - From 1st October to 31st December 'reach' was 6.8k – this is the number of people that saw the posts, engaged, clicked on, re-tweeted, commented or liked. Number of followers is 896.
- Ministerial visit from UK Governments David T C Davis for Campuses business case approval at Swansea University
- Planned and attended the City Deal Showcase Event at Parc Y Scarlets
- Created new marketing materials including a brochure, 10 pop up stands, pens, and lanyards for use in exhibitions and events.
- Created a suite of Infographics for all projects and programmes, and for the headline portfolio.
- Approval of Version 5 of the Marketing and Communications Plan by Programme Board and Joint Committee
- Attended a variety of events to liaise with stakeholders, businesses, and the public, including 4theRegion Event, Introbiz Expo 2022 and a Meet the Buyer Event for Pentre Awel.
- Worked in collaboration with the Project Team to create a draft version of the Campuses Marketing and Communications Plan which was approved by the Campuses board.
- Attended Marketing and Communications subgroup meetings with the Pembroke Dock Marie project.

Key Activities planned – April, May and June

- Produce the 2021 - 2022 Annual Report
- Create Marketing and Communications subgroups for the remaining projects and programmes
- Start to create Marketing and Communications plans for the remaining projects and programmes
- Explore the marketing proposition from Business News Wales
- Visit to Swansea Arena and Pembroke Dock
- Press Release on updates to the Swansea Project and Air Quality Monitoring sensors for Supporting Low Carbon. Other PR on timely activities.
- Schedule of key milestones for projects and programmes to plan future activity.
- Continued updates of the website and social media

Project Title	Swansea City & Waterfront Digital District	Programme / Project Lead	Huw Mowbray
Local Authority Lead	Swansea Council		
Project Delivery Lead	Swansea Council	Reporting Period	March
SRO	Martin Nicholls		

Budget

Total Budget	£175.35m
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City Deal	£50m
Public	£85.38m
Private	£39.97m

Description	
<ul style="list-style-type: none"> To boost Swansea city centre's economic well-being at the heart of the City Region's economy, while retaining local tech, digital and entrepreneurial talent. This project includes: A digitally enabled indoor arena in the city centre for concerts, exhibitions, conferences and other events A 'digital village' development in the city centre to accommodate the city's growing tech and digital business sector Innovation Matrix development at the University of Wales Trinity Saint David's new Swansea waterfront campus to enable start-up company support and growth 	

Key achievements in Q4

Business Case & Project Development	
<ul style="list-style-type: none"> Arena completed and opened by the WG First Minister and SC Leader on March 3rd. Coastal Park completed and opened. Royal visit took place on March 10th as part of Swansea being named Queen's Canopy Champion City. A number of events have been successfully held at the Arena- encompassing music, comedy, conference and convention events. Press has reported increased sales and footfall around the city centre due to the Arena opening. 71/72 Kingsway - Construction underway and piling commenced. Detailed letting and operator discussions continuing. Innovation Matrix RIBA stage 3 complete and initial tenant/partner discussions commenced. 	

Key Activities planned Q1

Arena	
<ul style="list-style-type: none"> Continue to explore Hotel delivery options. 	
71/72 Kingsway	
<ul style="list-style-type: none"> The Business case to be updated to reflect the 71-72 moving to FBC. Construction continues on programme. Further detailed letting/operator discussions continue for 71/72 The Kingsway 	
Innovation Matrix	
<ul style="list-style-type: none"> RIBA stage 3 completed and continuing with delivery. Planning to be submitted May 2022. 	

Project Title	Digital Infrastructure Programme	Programme / Project Lead	Gareth Jones
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	Carmarthenshire County Council	Reporting Period	April 2022
SRO	Jason Jones		

Budget	
Total Budget	£55m
City Deal	£25m
Public	£13.5m
Private	£16.5m
Description	

To significantly improve digital connectivity throughout the City Region for the benefit of businesses and residents, also helping to attract inward investment. The project is made of up of three Project workstreams:

- Connected Places
- Rural connectivity
- Next generation wireless (5G and IOT networks)

Key achievements

- Site lists submitted from most partners for hub site procurements.
- Significant private sector investment announcements made by Openreach & Ogi across the region. Lobbying, dialogue and facilitation ongoing.
- Several community voucher scheme projects now either in delivery or awaiting approval from DCMS across the region. Specific data to be presented to board Q1 22/23
- Regional Digital Strategy approved and in delivery.
- DCIA bid to UK Government was unsuccessful however feedback has been positive with the Regional Digital Team now represented on the DCIA Programmes early adopter group.
- Several new mobile cell sites being planned across the region and existing structures being upgraded. Detail to be reported Q1 22/23
- LoRaWAN Gateways being deployed weekly across the Region. Joint procurement agreed between NPT and Swansea to appoint a contractor to install all remaining Gateways.

Key Activities planned

- Fully transitioning all elements of the Programme from planning and preparation to delivery.
- Supporting Local Authorities with ongoing Digital Infrastructure interventions and investment.
- Programme risk mitigation ongoing.
- Market engagement ongoing.
- Pursuit of further additional Public Sector funding via UK and Welsh Government.
- Additional lobbying for, facilitating, and supporting of private sector investment.
- Digital Programme collaboration agreements with the 4 Local Authorities to be signed.
- Human resource recruitment for individual revenue funded Projects completed.
- Procurement strategies finalised for first capital funded Projects.
- Site lists for our connected places procurement to be submitted by partners and refined with programme team.
- Detailed scope and paperwork for hub-site procurements to be developed, based on site lists submitted.
- Establish a baseline of benefits measures for the programme and collate performance figures for Q1 22/23
- Begin quantifying investment for 21/22 financial year, including baselining of metrics
- Obtain clarity from DCMS and Welsh Government regarding the need for SBCD regional funding to be utilised to address the “final few percent” of poorly connected premises, taking account of OMR data and Project Gigabit plans.
- Continue to scope 5G priorities and opportunities.

Project Title	Pentre Awel	Programme / Project Lead	Sharon Burford
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	Carmarthenshire County Council	Reporting Period	April 2022
SRO	Chris Moore		

Budget	
Total Budget	£199.19m
City Deal	£40m
Public	£51
Private	£108.19
Description	
<p>Proposed for an 83-acre site at Delta Lakes in Llanelli, Pentre Awel will be the first development of its kind in Wales. The project will include the co-location of academic, public, business and health facilities to boost employment, education, leisure provision, health research and delivery, and skills and training.</p> <p>City Deal will provide the requisite investment for business incubation and acceleration facilities, laboratory space, testbed capabilities, a well-being skills centre, clinical research centre and a clinical delivery centre to deliver multi-disciplinary care closer to home. The design for Zone 1 will create an 'ecosystem' by facilitating joint working across traditional boundaries, integrating education and training programmes within a clinical setting and fostering interface between health and leisure for the benefit of population health.</p> <p>Pentre Awel will include state-of-the-art leisure centre funded by Carmarthenshire County Council.</p> <p>A network of integrated care and rehabilitation facilities will also be provided on site to enable the testing and piloting of life science technologies aimed at enhancing independent and assisted living.</p> <p>Assisted living accommodation will also feature, along with a nursing home, a hotel, expansion space for businesses, and elements of both open market and social and affordable housing.</p>	

Key achievements in Q4
<p>Project development</p> <ul style="list-style-type: none"> • Bouygues UK have commenced their pre-construction programme for Zone 1 of the Pentre Awel scheme, undertaking design reviews with tenants, preparing a Reserve Matters Application and discharging pre-commencement planning conditions through ecology surveys and GI works • CCC and Bouygues UK have agreed a Guaranteed Maximum Price for the Zone 1 works, informed by early market engagement • First meetings of the Community Benefits stakeholder group held with representation from BYUK, further and higher education, RLSP, employability programmes, Hywel Dda, corporate procurement and community groups. This along with the internal community benefits groups will provide direction and scrutiny for the delivery of Community Benefits. • Meet the Buyer event held at Parc y Scarlets on 30/03/22, attended by over 100 suppliers. Over half of businesses (57%) were from the Swansea Bay City Region, with a third based in Carmarthenshire. Bouygues held appointments with suppliers to advise of the tendering opportunities / work packages. • A revised project governance structure has been operationalised. • RIBA Stage 1 report for Zone 3 produced by consultants which sets out the concept design for 144 units of assisted living and 10,000m² of business expansion space • Strategic partnership with Cardiff University in place to lead on innovation and business development functions building on their innovation partnership and expertise. • Planning confirmed to deliver the innovation aspects of the zone 1, including Living Laboratory. • A multidisciplinary group has been established to consider how the outdoor space can be used to align with the project objectives of health promotion, prevention and facilitating independence. This group has commenced meeting and will look at the way the outside space can be used to help achieve the overall project outputs and facilitate movement around the site. • Gateway 2 Assessment for Department for International Trade underway
Key Activities planned Q1 2022/23
<ul style="list-style-type: none"> • Submission of Reserve Matters Application and determination at Planning Committee • RIBA Stage 4 designs for Zone 1 • Confirmation of Hydrotherapy Pool charity funding • Complete Lease Agreements with partners. • Secure private funding as required. • RIBA Stage 2 design development of Zone 3

Project Title	Pembroke Dock Marine	Programme / Project Lead	Steve Edwards
Local Authority Lead	Pembrokeshire County Council		
Project Delivery Lead	Milford Haven Port Authority	Reporting Period	Mar 22
SRO	Steven Jones		

Budget	
Total Budget	£60.47m
City Deal	£28m
Public	£16.35m
Private	£16.12m

Description
<p>This programme will place Pembrokeshire at the heart of UK and global zero carbon, marine and offshore energy innovation, building on the expertise of a marine energy cluster in Pembroke Dock. Facilities will be provided for marine energy innovators to build, test and commercialise their technologies. Project features include:</p> <ul style="list-style-type: none"> • Pembroke Dock Infrastructure (PDI) improvements • A Marine Energy Engineering Centre of Excellence (MEECE) • Marine Energy Test Area (META) developments • The Pembrokeshire Demonstration Zone (PDZ)

Key achievements (Overall Objective ID shown in brackets)

<p>PDI update</p> <ul style="list-style-type: none"> • Cost impact remains a significant project risk, this is under continuous review. • WEFO has awarded an additional £1.1m for the hangar annexes. (IP1) • Phase 2a Ecological plan submitted. (IP1) • Marine license variations (slipway and workboat pontoons) resolved. (IP1) • Hangar Annex 4 (Eastern Hangar) progressing well. Fitting new roof so it's watertight, Steel frame to go up for link building. (IP1) • Samples received of finished lime render; Conservation Officer has signed it off. (IP1) • Hangar Annex contractor (R&M Williams) connecting with Pembroke Dock Sunderland Trust and Pembrokeshire College for community engagement activities. They have purchased a site defibrillator. (IP1) • New marketing material has been produced for the Hangar Annexes. With supporting site signage underway. (OP16) • Tenant networking event held onsite for sharing information and strengthening project awareness. • Showcased the annexes at the Marine Energy Wales conference. (OP11) • Hosted Blue Gem and Sec State for Wales to showcase Blue Gem operation using site facilities. (OP16) • Hosted WG Deputy Climate Change Minister, Lee Waters AM (March 7) to discuss future energy opportunities with the Haven Waterway Future Energy Cluster. (OP16) <p>PDZ update</p> <ul style="list-style-type: none"> • Tim James has been appointed as Infrastructure Development Director; Brad Davies has been appointed as Survey & Consents Manager Nigel Jones appoints as Technical Manager. This completes the output target of (IP6D)
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- Currently advertising to recruit a Finance and Administration coordinator, 50% funded out of the PDM budget. (IP6d)
- Considering recruiting for other possible roles to ensure deliverables within the condensed timeline possible (IP6d)
- Positive feedback from consultation with Celtic Sea Developers Alliance was received following consultation in January
- Environmental scoping review tender process is underway to update the 2018 work. (IP4)
- The technical review tender was issued on 01.04.22. (IP4)
- external procurement support services, grid specialists and legal support has also been procured. (IP4)
- CSP Team are engaging with relevant Offshore Transmission Network Review (OTNR) and Offshore Transmission Operator (OFTO) stakeholders to promote and align PDZ concept with these influential UK wide strategies.

META update

- Swansea Uni’s device has been successfully deployed and recovered from Warrior Way test site. (IP5b)
- Berthing agreement sign with ORE catapult for MEECE buoy deployment. (IP5b)
- Engaging with other interested parties and a few tidal energy developers.
- META have contracted an environmental consultant to undertake Marine License variations to increase the project design envelope and make the sites more attractive to developers. (IP5b)
- Bi-weekly meeting being set up between members of the Port to boost communication.
- MEW conference has taken place. META presented with MEECE and promotion of PDM.(OP16)
- Recruitment ongoing for Marine Energy Wales programme manager maternity cover.(IP6c)
- META marine license variations work submitted to relevant planning bodies, awaiting determination. (IP5b)
- META communications manager recruited (IP6c)

MEECE update

- With Covid rules relaxing, the MEECE team are starting to return to the office, on a hybrid working basis, with most people still working from home most of the time.
- We have signed a lease with Pembrokeshire County Council to take on the Workshop Unit 25 in the Bridge Innovation Centre, for use of storage of technical equipment and light engineering activities.
- All universities are now signed up to the MEECE collaboration agreement.
- Many university projects are now in the pipeline, in the final stages of approval.
With the agreements now signed, MEECE now has five to ten times more resource available to work on projects.
- We have recruited an Innovation Manager in North Wales (Rebecca Jeffrey), and leased a small office in M-SParc, on Anglesey, as her base. One MEECE Innovation Manager (Dai Lewis) has left the project and moved to another role within ORE Catapult and an additional Innovation Manager in South Wales (Marie Kelly) has been recruited to start in early April 2022. (IP6b)
- Following delays caused by unavailability of a vessel at Williams Shipping, the MEECE buoy will be deployed 15th/16th April.
- MEECE delivered a ½ day “Research Room” session, at the MEW Annual Conference. (OP16)

Key Activities planned

PDI

- Hangar Annex works continuing. (IP1)
- Royal Haskoning is producing new drawings for slipway. (Ground investigation works will inform new design.). Physical slipway completion anticipated in August 2023. WEFO notified. (IP1)
- Demolition of units in preparation for Access Infrastructure elements in June. End date- December 2023. (IP1)
- Lot 2 - land remediation (Millforge). Projected to commence in June (reserved matters before starting). Contractor identified. (IP1)
- Ongoing preparation works for the demolition of Annex 1 scheduled for beginning of May. (IP1)
- The Aloud Charity engagement is underway with dates in May identified. (OP16)

PDZ

- Environmental scoping review and procure surveys and EIA production (IP4)

- Complete technical review and procure pre-feed **(IP4)**
 - Procure commercial and regulatory scope of works **(OP9)**
 - Produce updated budget and schedule for agreement with SBCD and WEFO
 - Strategies funding legacy beyond June 2023. **(OP9)**
- META**
- Deployment of MEECE buoy at Dale Roads test site **(IP5b)**
 - Marine licence variation consents granted (42 day consultation period) **(IP5b)**
 - Town and country planning variation granted **(IP5b)**
 - Ongoing site characterisation and data collection **(IP5b)**
- MEECE**
- MEECE to support Neath Port Talbot Council through a webinar delivered to supply chain companies, introducing the MEECE support available, and wider ORE Catapult support initiatives such as OWGP, Fit4OR, Launch Academy and the Celtic Sea Cluster. **(OP11)**
 - In advanced talks with a Celtic Sea Developer to fund a South Wales cohort of Fit4OR.

Project Title	Supporting Innovation and Low Carbon Growth	Programme / Project Lead	Brett Suddell
Local Authority Lead	Neath Port Talbot County Borough Council		
Project Delivery Lead	Neath Port Talbot County Borough Council	Reporting Period	April 2022
SRO	Nicola Pearce		

Budget	
Total Budget	£58.7 m
City Deal	£47.7 m
Public	£5.5 m
Private	£5.5 m

Description

The Supporting Innovation and Low Carbon Growth (SILCG) programme has been developed to deliver sustainable growth and job creation in the Swansea Bay City Region, with a targeted focus on the Port Talbot Waterfront Enterprise Zone area. It aims to create the right environment for a decarbonised and innovative economy.

The programme will support the green industrial revolution and will be delivered in partnership with industry, academia and government.

The Programme of interlinked projects comprises:

- Bay Technology Centre
- South Wales Industrial Transition from Carbon Hub (SWITCH) with Swansea University
- Hydrogen Stimulus Project with University of South Wales
- Air Quality Monitoring Project
- Low Emission Vehicle Charging Infrastructure
- Advanced Manufacturing Production Facility
- Property Development Fund

Key achievements
<p>Business Case Development</p> <ul style="list-style-type: none"> • Agreed Primary Funding Agreements between CCC and NPT

Project Development

- Programme Board meets monthly
- Regular stakeholder engagement – stakeholder engagement plan live document
- Project delivery / implementation plan developed – live document
- Attended Technology Enabled Manufacturing And Service Campus proposal (TEMASC) stakeholder event to ensure alignment to Advanced Manufacturing Production Facility
- Met with WG Assurance Team to plan next Assurance reviews for SILCG Programme
- Met with Industry Wales to progress links with industry
- Attended skills solution group meeting on 10th February representing SILCG
- Commissioned and completed videos on SILCG and HAPS for the Swansea Bay City Deal showcase event
- Team attended the Swansea Bay City Deal showcase event with promotional material

Bay Technology Centre

- Working group meets monthly
- Hosted UK Climate Change Committee visit on site on 16th March

SWITCH

- Working group meets regularly to develop building specification (NPT/SU)
- Equipment lists for legacy and new equipment being prepared by SU for SWITCH building

Advanced Manufacturing Production Facility

- Discussions with Industry Wales and other interested parties

Property Development Fund

- Scheme guidance prepared
- Press release issued March 2022
- Live pipeline of enquiries

Hydrogen Stimulus Project

- Delivery plan in development
- Site works commenced

Air Quality Monitoring Project

- Sensors installed
- Data collection in progress
- External review of gathered data by Ricardo consulting
- Data Analyst recruitment process completed, person appointed March 2022

Low Emission Vehicle Charging Infrastructure

- Strategy development underway
- Dedicated resource appointed and started 28th March

Key Activities planned

Business Case Development

Project Development

- Primary and Secondary Funding Agreements to be agreed 2022/23 Q1

Bay Technology Centre

- Due for Handover by building contractor - Q1
- 'fly through' video prepared and to be signed off in Q1
- Prospective tenants visits taken place and planned
- Working group to continue to meet

SWITCH

- Continue D&B Process
- Tender for D&B released 2022/23 Q1
- Agree lease documentation – Q1
- Heads of terms and SLA to be signed off – Q1

Advanced Manufacturing Production Facility

- Working group to meet to discuss requirements with involvement of UK/WG, academia and industry input Q1
- Pre-market engagement event with end users/operators – Q1
- Developing building specification –Q1

- Preparing procurement documentation for operator
 - Preparing specification for design and build construction contract
- Property Development Fund**
- PDF open – Q1
 - Agree governance procedures – Q1
 - Assess and shortlist applications – Q1
- Hydrogen Stimulus Project**
- Funding agreement between NPT and USW to be signed off – Q1
 - Procurement of equipment – Q1
- Air Quality Monitoring Project**
- Data collection ongoing
- Low Emission Vehicle Charging Infrastructure**
- Progress Strategy development
 - Activity progressing with appointment of EV Officer at end of Q4

Project Title	Homes as Power Stations	Programme / Project Lead	Lisa Willis
Local Authority Lead	Neath Port Talbot County Borough Council		
Project Delivery Lead	Neath Port Talbot County Borough Council	Reporting Period	April 2022
SRO	Nicola Pearce		

Budget	
Total Budget	£505.5m
City Deal	£15m
Public	£114.6m
Private	£375.9m
Description	
<p>A regional project to facilitate the take up of energy efficient design and renewable technologies in new build and existing housing stock in the public, RSL and private sector across the City Region. The project will support the renewable technology in housing supply chain and will share the learning via an open access knowledge sharing hub.</p> <p>The project will:</p> <ul style="list-style-type: none"> • Facilitate the take up of renewable technologies and energy efficient design in new build and existing housing stock • Support the regional supply chain • Establish an open access knowledge sharing hub to share the project findings with all sectors • Tackle fuel poverty • Further decarbonise the regional economy • Improve residents’ health and well-being 	
Key achievements	
<p>Business Case Development</p> <ul style="list-style-type: none"> • OBC approved by UKG and WG July 2021 <p>Project Development</p> <ul style="list-style-type: none"> • Established formal governance in place - HAPS Project Board • Project Manager in post • Primary Funding Agreement signed 	

- Inter Funding agreements now finalised
- Regional funds guidance in development – Financial Incentive
- Formalised stakeholder engagement plan (live document)
- Formalised project delivery / implementation plan (live document)
- Completed PAR recommendations action plan

Key Activities planned

Business Case Development

Project Development

- Finalise Technical Specification for M & E Procurement – Q1 22/23
- Advertise / recruit additional team members Q4 21/22
- Establish Technical Advisory Group – Q1 22/23
- Establish knowledge sharing hub – Q2 22/23
- Finalise financial incentives scheme – Q2 22/23
- Establish supply chain fund - ongoing
- Establish HAPS Skills Group – Q4 21/22

Project Title	Yr Egin - Creative Digital Cluster	Programme / Project Lead	Geraint Flowers
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	University of Wales Trinity Saint David	Reporting Period	April 2022
SRO	Prof. Medwin Hughes (Vice Chancellor)		

Budget

Total Budget	£25.17m
City Deal	£5m
Public	£18.67m
Private	£1.5m

Description

To support and further develop the region’s creative industry sector and Welsh language culture, led by University of Wales Trinity Saint David campus in Carmarthen. Phase 1 was completed in September 2018 and features:

- National creative sector anchor tenants
- World class office space for local and regional creative sector SMEs, with opportunities for expansion
- Facilities for the community and business networking

Facilitating engagement between businesses and students as well as accommodating dynamic growth of the creative and digital industries within Carmarthenshire and SW Wales.

Key achievements

Project Development

- Phase 2 – Q4

Key Activities planned

- Sector demand study completed August 2021. Ongoing discussion is taking place involving the ESB, regional stakeholders and industry to define any revisions to the project scope to accommodate these changes.

- University continues to refine scope to accommodate new requirements from industry.
- Project team has now undertaken Change Identification Notice process to formalise changes to the Egin Phase 2 project and is working in conjunction with PoMo to develop new scheme.

Project Title	Skills and Talent	Programme / Project Lead	Jane Lewis
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	South West Wales Regional & Skills Partnership	Reporting Period	April 2022
SRO	Barry Liles		

Budget	
Total Budget	£30m
City Deal	£10m
Public	£16m
Private	£4m
Description	
To develop a sustainable pipeline of regional talent to benefit from the high-value jobs City Deal projects will generate in growth sectors for the region. This includes the potential to develop skills through courses and training and apprenticeship opportunities aligned to City Deal projects and regional priorities, as well as a partnership approach involving schools, universities, businesses and training providers across the region to identify need and resolve skills development gaps.	

Key achievements
Business Case Development <ul style="list-style-type: none"> • Business Case submitted to UK and Welsh Government and approved on 18th October 2021. • Skills Barometer Completed • Launch event been held in March • First pilot project application received and approved.
Key Activities planned
<ul style="list-style-type: none"> • Appoint the remainder of the Skills Team. • Receive and review further pilot project applications. • School engagement events planned for Autumn term. • Second Gateway Review October 2022

Project Title	SBCD Campuses Project	Programme / Project Lead	Tony Harris
Local Authority Lead	City and County of Swansea		
Project Delivery Lead	Swansea University	Reporting Period	April 2022
SRO	Keith Lloyd		

Budget

Total Budget	£49.41m
City Deal	£15.00m
Public	£11.39m
Private	£23.02m

Description

The project harnesses unique capabilities and the thriving life science ecosystem in the Swansea Bay City Region to establish an international centre for innovation in life science, wellbeing and sport, supporting preventative interventions in healthcare and medicine and driving the growth of a globally significant Sports Tech industry. The project will deliver R&D, trials and testing facilities, enabling co-location of research and industry alongside clinical infrastructure and investment opportunities. An emphasis on digital and data-driven innovation at the intersection of life sciences, health, wellbeing and sport is a key differentiator for this project within the South Wales health and life sciences sector.

Key achievements

- Approval granted by Welsh and U.K. Governments.
- Project delivery board appointments made.
- All Gateway review recommendations have been addressed, 7 currently completed and 4 ongoing actions.
- Communication and relationship manager appointment (Richard Lancaster)
- Ministerial visit completed by M.P. David T.C. Davies to mark project approval.
- Draft funding agreement received and currently under review.
- Project management plan and stage plan approval at project board level.

Key Activities planned

- Design team appointments "Morrison Management Centre"
- Private sector engagement and work streams commence with Industry Wales, E.S.B, and Department of International Trade.
- Formal change request submitted.
- Funding agreement completed
- Singleton phase 1 design agreed.
- Morrison Management centre design signed off.
- Procurement stage starts for "Morrison management centre"

ANNEX 1

<i>RAG Status</i>	
R	<p><i>Major problems identified which mean the programme / project is unlikely to deliver the agreed scope to the required standard on time or on budget, or to deliver the expected benefits.</i></p> <p><i>Remedial plans are not proving effective.</i></p> <p>Escalate to programme / project sponsor for support to resolve.</p>
A	<p><i>Some problems identified which may put the programme / project's scope, time, cost, and/or benefits at risk. Remedial plans are in place and are being monitored to ensure that risk is mitigated.</i></p> <p>Highlight to programme / project sponsor for visibility and awareness.</p>
G	<p><i>Programme / Project is proceeding according to plan. Risks/issues are being managed within the programme / project.</i></p> <p>No need to escalate to next level.</p>

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Assurance / approval / Reporting	Activity/Product	Primary client	2021/2022												2022/2023												2023/2024												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																																									
Meetings																																									
Joint Committee	Meetings	SRO, JC, PoMO			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	x	x	x	x	x	Will move to bi-monthly after June 2022. No meetings during pre election period April/May 2022.
Programme Board	Meetings	SRO, PB, PoMO	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	x	x	x	x	x	x	Monthly meeting.	
Economic Strategy Board	Meetings	SRO, ESB, PoMO	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	x	x	x	x	x	x	Bi-Monthly meeting	
Joint Scrutiny Committee	Meetings	SRO, JSC, PoMO			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	x	x	x	Meetings every two months. No meetings in pre election period April / May		
Regional Section 151 Officers	Meetings	AB, PoMO			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	x	x	x	Quarterly meeting		
WG/UKG/PoMO briefing	Meetings	SRO, PoMO, WG, UKG	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	x	x	x	x	x	Monthly meetings		
PoMO Team	Meetings	SRO, PoMO	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	x	x	x	x	x	Fortnightly meetings		
PoMO/Project Leads	Meetings	PoMO, Project Leads	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	x	x	x	x	x	Monthly meetings		
W/LGA Regional City Deal Directors	Meetings	SRO, W/LGA, WG	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	x	x	x	x	x	Meetings every two months		
Strategies, Policies, Processes and Plans																																									
Portfolio Business Case	Strategy	PoMO, SRO, PB, JC, WCGIB																																						Originally approved by JC in March 2021. Annual update schedule between Dec and March each year. Led by PoMO. Updates, consultation and approval by PB and JC prior to submission to WCGIB.	
Monitoring and Evaluation Plan	Strategy	SRO, PoMO																																						Reviewed, updated and approved in line with Portfolio Business Case update and approval	
Risk and Issue Strategy	Strategy	JC, PB, JSC, PoMO																																						Reviewed, updated and approved in line with Portfolio Business Case update and approval	
Change Management	Process	JC, PB, JSC, PoMO																																					Reviewed, updated and approved in line with Portfolio Business Case update and approval		
Communications and Marketing Plan	Plan	JC, PB, JSC, PoMO																																						Reviewed, updated and approved in line with Portfolio Business Case update and approval	
Gateway Assurance Framework	Process	JC, PB, JSC, PoMO																																						Approved by PB in Feb-22. Awaiting further work with UKG and WG on feedback prior to JC approval.	
Anti-Fraud and Anti-Corruption Strategy	Strategy	JC, PB, JSC, PoMO																																						Review annually in Sept of each year and approved via governance boards if required	
Welsh Language Guidance	Process	JC, PB, JSC, PoMO	x																																				Review annually in Sept of each year and approved via governance boards if required		
Meeting Protocol	Process	JC, PB, JSC, PoMO																																					Review annually in Sept of each year and approved via governance boards if required		
Reporting																																									
Highlight Report	Monthly	SRO, PoMO, PB, JC, ESB, JSC	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	x	x	x	x	x	Monthly report summarising achievement, plans and risks/issues. No report during Quarterly report month		
Quarterly Monitoring Reports	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Quarterly monitoring report collated by PoMO and reported through PB, JC, JSC	
Integrated Assurance & Approval Plan	Quarterly Report	SRO, PoMO, PB, JC, JSC	x																																					Quarterly monitoring report collated by PoMO and reported through PB, JC, JSC	
Issues Log	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Updated on a quarterly basis in line with Portfolio Risk Register and Covid Impact Assessment	
Risk Register	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
SBCD Dashboard	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Covid-19 Impact Assessment	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Benefits Register	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Community Benefits	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Financial Monitoring	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Procurement Pipeline	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Construction Impact Assessment	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Joint Committee Workplan	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Part of Quarterly Monitoring Report	
Gateway Review Action Plan	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC																																						Gateway 0 recommendation report produced annually in July; approved through governance by Sept and progress reported on a quarterly basis	
Regional Audit Action Plan	Quarterly Report	SRO, PoMO, PB, JC, ESB, JSC	x																																					Audit recommendations provided in April of each year with Quarterly monitoring on progress against actions	
Annual Report	Annual	SRO, PoMO, PB, JC, ESB, JSC	x	x	x																																			Annual report detailing status and progress made over last 12 months across the Portfolio	
Assurance																																									
Level 1 - Functional Assurance (Internal)																																									
Technical, due diligence, data security and financial	Internal procedures	PoMO																																						Aligned to PoBC update and Gateway assurance process	
Level 2 - Independent																																									
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PoMO																																						SRO appointment in June 2020. RPA submitted	
OGC Gateway Review Process	Stage Gate 0 Portfolio Strategic Assessment	SRO, PB, PoMO, JC																																						DCA rating Amber/Green - July 2021. Annual Assessment in July of each year. Led by Portfolio SRO and supported by PoMO and WG	
Accounting Officer Review (AOR)	Accounting Officer Review (AOR)	SRO, PB, PoMO, JC, WCGIB																																						A one-off exercise to approve Portfolio business case in 2021. All AOR recommendations were completed.	
Level 3 - Audit																																									
External Audit	Annual Wales Audit Recommendations Report	AB, PoMO																																					Annual Wales led Audit recommendation report with approval at JC by Sept each year		
Internal Audit	Annual Wales Audit Recommendations Report	AB, PoMO																																					Pembrokeshire Council led internal audit. Report due each year in March with approval at Programme Board in April		

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Mae'r dudalen hon yn fwiadol wag

Risk Theme	Risk Opportunity	Ref	Title	Date Raised	Category	Owner	Risk Description	Impact	Probability	Original Control Actions	Review Update/Control Actions	Residual Probability	Residual Impact	Residual Risk	Revised Change	Next Review Date	
Implementation	Risk	SBCD006	Changes to approved Business Cases and what they will deliver	Mar-18	C11 C6	Delivery Lead	Risk of changes to approved Business Cases due to no longer requiring sales amounts and/or change of timescale, cost, quality, programme / project benefits and portfolio level benefits across the programme / project to no longer achieve the necessary outcomes required for City Deal funding resulting in Project not being approved and therefore unable to proceed as planned.	4	4	Continuous dialogue with delivery leads and PoMD post business case development to ensure consistency with original scope in terms of alignment to overarching aims and objectives of the deal. Monthly process of business case review by governments enabling early identification of concerns to be raised and notified. Where changes in scope are identified close working with PoMD, regional project authority lead and delivery lead to ensure that changes do not compromise the proposed outcomes / outputs of the original project and that revised project scope still achieves overall programme aims and objectives	0810721 Change Control process approved by Governance Boards and implemented. 0812021 Swansea City Waterfront & Digital District - Innovation Matrix has been through the Change Control process via Governance Boards and approved. Lack of engagement from stakeholders with this process. PoMD to emphasise to Programme (Portfolio) Board and Joint Committee the importance of going through the Change Control process that all members have signed up to. This will form part of the Quarterly Monitoring Reports. PoMD are also progressing with putting an Assurance Framework in place. 0804422 The PoMD are working with Programme / Project Leads to update Business Cases in preparation for the Gateway Review and develop the Full Business Case where appropriate	4	3	12	↔	Jul-22	
Implementation	Risk	SBCD010	Cancellation of meetings	Apr-19	C14 C11 C6	JC / JB ESB / PoMD	Risk of Board meetings being cancelled causing implications in signing off documentation including business cases, implementation of review recommendations and key underpinning tasks resulting in delays in delivery.	3	3	Monthly meetings of ESB and Joint Committee now taking place on the same venue and on the same day. Programme Board meetings proceed these meetings by a fortnight. Meetings of Joint Scrutiny Committee take place throughout the City Region every two months	0812021 During 2021 8 Joint Committee meetings have taken place which TOR sets out they are to take place quarterly so have more than adequately satisfied expectations. Programme (Portfolio) Board have met 6 times during 2021, Joint Scrutiny and ESB. TOR for Joint Scrutiny currently with the Monitoring Officer to change capacity from 8 to 6 members. 0802022 A co-ordinated schedule of Governance Boards has now been established. Joint Committee, Joint Scrutiny and Economic Strategy Board meetings are now bi-monthly (JC from June 2022). Programme (Portfolio) Board remains monthly.	2	2	4	↔	Jul-22	
Operational	Risk	SBCD012	Withdrawal of Partners	Mar-18	C3 C6 C11	JC	Risk of withdrawal of Partners due to reduction in funding for regional support structures, potential impact on ability to achieve broader outcomes of City Deal re: improving public service delivery and other strategic regional factors	3	4	Develop arrangements with other partners who are not subject to the JCA, to reflect provisions for withdrawal	0107021 As previous, no issues to report. 0812021 Commitment letters have been signed by all 4 partners as per Audit recommendation. As previous.	2	3	6	↔	Jul-22	
Operational	Risk	SBCD015	Failing to adopt the SBCD Procurement Principles including Community Benefits	Mar-18	C6 C7 C13	AI	Risk of programme / projects failing to adopt programme management principles causing initial procurement exercises failing to benefit the local supply chain resulting in City Deal not achieving the anticipated long term change / outcomes. Lack of support / engagement with City Deal and related projects. Potential for negative publicity and loss of credibility.	3	5	18	Procurement Action Plan developed. Programme Procurement Principles drafted. Procurement Principles aligned to the WFG Act. Industry engagement has identified key concerns to be addressed in the Principles. Project Leads meetings planned with speakers on key topics of consideration. Industry B2B events to be held. ESB/JC to endorse Principles.	0107021 Procurement in place to record Community Benefits which is monitored via quarterly reports. Revised Benefits Realisation templates and reporting mechanisms are on going which will support the implementation of the Procurement Principles. No issues have been identified. Business Engagement Manager is working with Programme / Project Leads to support. Exploratory conversations regarding the application of the Welsh TCMs. 1312021 PoMD to engage with Programme / Project Leads to ensure all are adhering to requirements set out in SBCD procurement process. Quarterly monitoring of Community Benefits continues. 1204022 Lead delivers an adhering to procurement principles as well as community benefits. Continued engagement with Programme / Project Leads and monitored via the quarterly reporting process.	2	4	8	↔	Jul-22
Operational	Risk	SBCD016	Negative media coverage	Mar-18	C13 C6	AI	Risk of City Deal image being portrayed negatively to all stakeholders and consequently the opportunities afforded by the City Deal are not realised at all levels. Resulting in damage to reputation, business and social relationships alike. Potential for further negative coverage from other media, given damage to City Deal reputation and the opportunity for follow-up questions / diary matters to scrutinise City Deal progress / previous statements.	3	4	18	Proactive communications officer in place to monitor / react to negative media / all press releases, posts etc relating to City Deal and develop appropriate response where necessary. Ensure regular press releases on positive news and progress. Further develop relationships with key journalists across the region. Develop contacts with specialist publications and websites. Regular, pro-active comms (press releases and social media) on City Deal milestones/updates and good news stories. Inclusion of video and audio content to accompany press releases and social media posts, when appropriate. Regular proactive comms updates to key identified stakeholders across the region. Approved statements to be sent in response to media queries on deadline, accompanied by discussions with the reporter asking the question(s)	0107021 PoMD continue to engage with regional stakeholders and offer support for City Deal and wider initiatives. 1312021 Regular reports continue to be provided to the Governance Boards such as Highlight Report, Quarterly Monitoring, Financial Management, SBCD Monitoring Officer covering looking into how we can develop a portal for partners to access to share reports, decisions and communications. PoMD are in the process of procuring Project Management Software to be used across the SBCD Portfolio which will also strengthen communication. Communications Plan to be drafted in the next quarter in line with the recommendation resulting from the last Portfolio Gateway Review. Risk rising due to turnover of senior stakeholders, lack of representation from organisations 2 prospective Governance Boards, and covid related work pressure on organisations. WG to be done to shape Corporate Joint Committees (CJC's). 1204022 On boarding new Programme / Project team members. More face to face engagement will assist in alignment of communications. SBCD training being delivered to ensure consistent knowledge and understanding across the portfolio.	3	3	9	↔	Jul-22
Operational	Risk	SBCD017	Silo mentality / working	Mar-18	C13 C6	AI	Risk of silo working due to programme / projects not making the cross connections and the whole system opportunity for change is not realised. Ambitions of the City Deal are not embedded into organisational aims and the transformational potential of the deal is therefore not realised. Resulting in City Deal being viewed and delivered via status quo rather than challenging and positively transforming the delivery of industry and public services in the region	4	3	18	Regular project meetings to identify opportunities for cross project working. Digital Infrastructure and Skills and Talent projects to meet with other project leads on a 121 basis to ensure the cross cutting themes of skills and digital are incorporated into all project plans.	0107021 PoMD will encourage more face to face team meetings, events and training going forward.	2	2	4	↔	Jul-22
Operational	Risk	SBCD018	Lack of alignment of communications between partners	Mar-18	C13 C6	PoMD	Risk of confused / inconsistent / unclear messages given out due to lack of alignment of communication between partners resulting in potential negative media and social coverage, undermining the City Deal brand and objectives	4	5	20	Employed dedicated communication and engagement officer to act as central point of contact for all City Deal related communications. Establish a communications group of key contacts officers within City Deal partner and project lead organisations to ensure consistency and up to date information. Provide regular updates to all partners on response and project progress. Monitor releases, press releases and media enquiries to City Deal and ensure, where appropriate, a response is issued promptly. Develop and maintain a protocol which requires partners to send press releases and statements to the City Deal Communications Officer for consistency and awareness. Develop online portal for partners to access shared logos, documents, contact lists etc for use as City Deal comms.	0107021 Portfolio Gateway Review scheduled for July 2021 that will engage with key stakeholders across the region. Continue to report through Governance groups on opportunities / progress updates. PoMD to schedule to annual engagement meetings with lead delivery organisations and a bi-annual stakeholder event with Governance groups. 1312021 Regular reports continue to be provided to the Governance Boards such as Highlight Report, Quarterly Monitoring, Financial Management, SBCD Monitoring Officer covering looking into how we can develop a portal for partners to access to share reports, decisions and communications. PoMD are in the process of procuring Project Management Software to be used across the SBCD Portfolio which will also strengthen communication. Communications Plan to be drafted in the next quarter in line with the recommendation resulting from the last Portfolio Gateway Review. Risk rising due to turnover of senior stakeholders, lack of representation from organisations 2 prospective Governance Boards, and covid related work pressure on organisations. WG to be done to shape Corporate Joint Committees (CJC's). 1204022 On boarding new Programme / Project team members. More face to face engagement will assist in alignment of communications. SBCD training being delivered to ensure consistent knowledge and understanding across the portfolio.	3	3	9	↔	Jul-22
Operational	Risk	SBCD021	Governance policies and legislation	Sep-20	C6	AI	Lack of robust measures to monitor governance policies and legislation can lead to failure to protect the stakeholders, staff and public funds associated with the City Deal and result in legal challenge, reputational damage and threat to SBCD portfolio delivery	3	3	18	Governance arrangements need to be strengthened further in terms of documenting the risk management methodology and risk appetite, anti-money laundering arrangements, and recording of decisions of interdependencies and hospitality for all Senior Officers and Members	0107021 PoMD and Programme / Project Leads working closely with both Governments to ensure alignment with policy. 1312021 Since last reported several Policies and Guidelines have been approved by Governance Boards namely: Anti-Fraud and Anti-Corruption Strategy, Annual History and Completion Policy, SBCD Meeting Protocol, SBCD Welsh Language Guidelines, Role of the Monitoring Officer and Interest Disclosure Implementation Framework. Financial statements have been visually amended to ensure DDI compliance in terms of interdependencies and hospitality for all Senior Officers and Members. 1204022 PoMD continue to monitor through Governance process. Recent Portfolio Audit has recently returned a rating of Satisfactory (Green). This will continue annually for the life of the Portfolio.	1	2	2	↔	Jul-22
Operational	Risk	SBCD022	Political Changes	Oct-20	C9	AI	Changes in Local, Regional or National Government may impact the approach, development and delivery of the SBCD resulting in new ways of working which may impact the current portfolio	3	3	9	Periodic elections across both Governments and locally. SBCD stakeholders frequently engage with and provide updates to political leaders and monitor election periods.	0107021 Vigilant within & row responsible for City & Growth Deals across Wales. The establishment of corporate Joint Committees is underway for SBCR which could impact on the governance arrangements for the SBCD. 0812021 Acknowledgement that there potentially could be a change in political stakeholder across the Governance Boards. PoMD to consider putting training programme in place for new members. Risk to be reviewed in June post elections. 1204022 On going, as previous. PoMD update Business Case briefing sessions to include information for new members when there is a change in political bodies.	3	3	9	↔	Jul-22
Financial	Risk	SBCD023	Failure to achieve full funding package	Mar-18	C3	AI	Risk of failing to achieve the full funding package resulting in project potentially unable to deliver or deliver full suite of anticipated project outcomes	3	5	18	Early engagement with all funders to develop strong relationships. Reduce financial barriers and clear outline of interdependencies of funding in the business case, ensuring that fundamental aspects of the project are funded through most secure funding sources. Timely review and approval of the case business plan. Effective and timely procurement activity. Establishment of robust contracts. Ongoing dialogue to resolve issues relating to revenue funding.	0107021 Awaiting approval of sign off of final Business Cases. Once achieved risk to be revisited and potentially revised. 1312021 Final approval of the Corporate Business Case. Despite all other SBCD Business Cases having been approved, there is a continued risk which is being mitigated through financial monitoring. 0804422 Portfolio Business Case has been submitted for draw down 2022/23. All Business Cases have now been approved at CJC. Private sector funding being monitored via Risk ID026.	3	3	9	↔	Jul-22
Financial	Risk	SBCD004	Failure to identify / secure revenue funding	Mar-18	C6 C3 C11 C14	Accountable Body	Risk of failing to identify / secure revenue funding resulting in project potentially unable to deliver or deliver full suite of anticipated project outcomes	5	5	20	Ongoing dialogue with governments to identify potential solutions including discussions on Capitalisation Direction. Projects with revenue element encourage to explore alternative funding streams to support revenue elements.	0107021 Revenue funding requirements has been identified and will be actively managed going forward/where constraints are identified. SEC 151 Officers will work closely to identifying mitigating actions where appropriate. 1312021 Section 151 Officers are due to have discussions with Government. 0804422 Welsh Government have provisionally agreed to discuss the flexible capital use directive to 1st March 2025. This supports Authorities to realise revenue requirements where applicable.	2	3	6	↔	Jul-22
Financial	Risk	SBCD025	Failure to agree NNDR (rates retention) flexibility	Mar-18	C3	Accountable Body	Risk of failing to agree NNDR (rates Retention) flexibility resulting in Local authorities unable to borrow required amount for projects	4	5	20	Ongoing dialogue with government to explore opportunities for rate retention.	0107021 Report drafted. Intention to submit to Programme Board July / August. 1312021 NNDR Report drafted. Due to be submitted to Programme Board in January 2022. 1204022 The process is currently in development, working with WG using Yr Egin as a pilot to support the application of the process.	3	3	9	↔	Jul-22
Financial	Risk	SBCD026	Private sector funding contributions not realised in line with business case projections	Mar-18	C3	Delivery Lead	Risk that private sector funding is not realised as per portfolio business case projections that will impact on the deliverability of outputs and outcomes with specific connection to jobs target of the SBCD	5	5	20	Projects required to complete full five case business model including robust financial detail and commercial case identifying and confirming sources of income.	0104021 A business engagement framework is being developed to support and engage private sector. All present limited private sector funding has been committed, however as the portfolio develops further investment will be stimulated as programmes / projects and supply chains mature. This will be monitored quarterly. 2110021 All present limited private sector funding has been committed, however as the portfolio develops further investment will be stimulated as programmes / projects and supply chains mature. This will be monitored quarterly. 0804422 The Portfolio is on track to realise the Private Sector funding however it is acknowledged that the timescale has slipped marginally due to macroeconomic events, Business Case development and approval process.	4	4	16	↔	Jul-22
Financial	Risk	SBCD028	Timescale for end of current EU funding programmes	Mar-18	C3	AI	Speed profile and delivery of programmes / projects needs to ensure it meets requirements for final date for EU funding resulting in funding lost if it doesn't meet requirements	3	3	9	Early dialogue with all partners including Governments and WEFCO. Project lead to assess business case development.	0107021 As per financial monitoring E3m of European funding has currently been committed. Programmes/projects will manage European funding time with business case approved budgets. The projects are in receipt of EU funding. PoMD has been approved and SBCD has been incurring spend at risk. 1312021 Deadline set for end of December. Funding agreements for PoMD signed by Programme Board now in place. Programme now in development and expected to spend European funding by the proposed deadline. Discussions being held with WEFCO on the flexibility of the funding profiles in 2023. 1204022 Currently no indication that we are not going to meet the timescale. PoMD have agreed an approach to spend WEFCO funding within the time period.	3	3	9	↔	Jul-22
Financial	Risk	SBCD031	Increase in cost of construction	01/07/21	C6 C2	AI	Risk that cost of construction may increase impacting on budgets set out in Programme / Project Business Cases resulting in an over-extended	5	3	15	The PoMD will work closely with programme / project leads to identify potential impact and determine whether it is managed locally or whether intervention at Portfolio level is required.	1312021 Construction Impact Assessment currently with Programme / Project Leads and SRCO's for completion in readiness for the January Governance Boards. 0804422 PoMD presented the Construction Impact Assessment to Programme Board on 29th March 2022 - 3 completed returns, 3 returned with rationales for all responses and 3 not completed. All returned responses are being reviewed and will be reviewed accordingly. PoMD facilitated an Event on 14th February 2022 hosted by Civil Engineering Construction Association (CECA) and Constructing Excellence in Wales (CEW). All Programme / Project Leads, SRCO and other City Growth Deals in Wales were invited to attend. 1312021 Discussions to be held with WG. Awaiting formal decision on their approach for advancement of grant. 1204022 As previous.	5	3	15	↔	Jul-22
Financial	Opportunity	SBCD032	Advancement of SBCD grant from Welsh Government	01/07/21	C3	AI	Advancement of SBCD grant from Welsh Government agreed by UK Government accelerated draw down from 15-10 years. This will reduce the borrowing requirement for the Portfolio	3	2	6	Awaiting SBCD grant profile to be formalised.	1312021 Discussions to be held with WG. Awaiting formal decision on their approach for advancement of grant. 1204022 As previous.	3	2	6	↔	Jul-22

Operational	Risk	SBCD003	Welsh Government 2021 update of Technical Advice Note (TAN) 15 development risk of flooding and coastal erosion and associated flood planning maps.	11/10/21	C6	C6	Accountable Body	Proposed updates to the TAN and maps have recognised the vulnerability of certain developments, increased the extent of the flood maps and the ability of land owners and local authorities to potentially achieve planning permission and ultimately develop land affected by the 2021 updates.	4	4	16	↔	Jul-22
Operational	Risk	SBCD004	GVA Calculation / Measurement	08/12/21	C3	C3	PMO Leads	There is a risk that the expectations of what GVA would be measured, monitored and reported on might not be achievable as originally anticipated.	3	3	9	↔	Jul-22
Operational	Risk	SBCD005	Ineffective engagement with and involvement of important SBCD collaborators / partners eg industry, Third and Private Sector.	08/12/21	C6	C13	PMO Leads	Failure to effectively engage important collaborators / partners including industry, third and private sector across the portfolio resulting in missed opportunities or potential outputs and outcomes not being fully achieved. Programmes and Projects (P&Ps) will have their individual approach to stakeholder engagement throughout the lifetime of the projects. In some cases opportunities may exist for collaborative working across the portfolio to generate maximum regional benefit from stakeholder involvement. P&Ps should work together to ensure effective use of stakeholders. Note: A stakeholder is deemed to be important if a lack of effective engagement at any stage of planning or delivery could impact on the delivery, effectiveness or viability of the project.	3	3	9	↔	Jul-22
Operational	Risk	SBCD006	Turn over of Staff with key strategic business partners and organisations.	08/12/21	C7	All	All	Risk of losing key strategic business partners and organisations due to high turn over of staff in the business sector resulting in possible change in priorities, having to rebuild working relationships and knowledge sharing.	3	3	9	↔	Jul-22
Operational	Risk	SBCD007	Assurance Framework	08/12/21	C6	JC	JC	Risk of non acceptance and approval of the Assurance Framework causing the PMO additional by having to carry out an unmanageable number of reviews per annum.	3	4	12	↔	Jul-22
Financial	Opportunity	SBCD008	Unallocated £5.3m underspend	08/12/21	C3	C6	Accountable Body	Confirm £5.3m allocation of remaining £5.3m funding to be allocated.	3	3	9	↔	Jul-22
Operational	Risk	SBCD009	Ability to update the JCA	08/12/21	C12	C6	Legal	There is a risk that due to outside factors further delays in the updating of the JCA will prevent the audit recommendations being completely closed and may cause some functional restrictions in the requirements of the various boards and committees and the Portfolio Management Office in discharging their governance requirements for the City Deal.	3	4	12	↔	Jul-22
Financial	Risk	SBCD040	Operations of the SBCD PMO	08/12/21	C6	C6	Accountable Body	Risk of having no funding available for the continuation of the SBCD PMO post 7 years, resulting in no PMO in place to continue with Governance arrangements and monitoring / reporting of the Portfolio.	3	4	12	↔	Jul-22
Financial	Risk	SBCD041	In Year Underspend	08/12/21	C3	C6	Accountable Body	Having undertaken a reprofiling and baselining exercise across the Portfolio, there is a risk of an in year underspend of circa 10% of the portfolio value. However this has no effect on the overall investment of the Portfolio or the wider benefits and deliverables.	4	3	12	↔	Jul-22
Delivery	Risk	SBCD042	Release of Regional Development Plan	17/02/22	C6			The ongoing delay in releasing the Regional Development Plan may compromise some elements of the portfolio as we rely on these elements to deliver our outcomes.	3	3	9	↔	Jul-22
Delivery	Risk	SBCD043	Slippage in delivery of programmes / projects against key milestones	Mar-22	C6	C11	JC	As we rely on these elements to deliver our outcomes, the risk that City Deal doesn't achieve the outcomes intended within the timescales agreed due to slippage in delivery of programme against key milestones resulting in borrowing and reconfiguration not accurately reflecting spend.	4	4	16	↔	Jul-22
Delivery	Risk	SBCD044	Delay in updating and receiving local/SD approval of Programme / Project Business Cases moving from OBC to FBC	12/04/22	C11	C14	PMO, Delivery Lead, JCI, Govs	PMO, Delivery Lead, JCI, Govs Risk of delay in completion of Full Business cases which depending on critical timescales could impact programmes / projects ability to deliver proposed outcomes, resulting in potential knock on effects for other programmes / projects ability to deliver and achieve outcomes.	2	3	6	↔	Jul-22
Delivery	Risk	SBCD045	Delay in approval of annual Portfolio Business Case	12/04/22	C3	C11	PMO / Delivery Lead / WGAUK2 Government	Risk of delay in approval of annual Portfolio Business Case due to potential lack of engagement / direction from authorities and length of process resulting in potential delay in draw down of SBCD funding.	1	3	3	↔	Jul-22

Item 6f

ASSESSMENT CRITERIA	SCORING				Impact score January 2022								
	0	5	10	20	PDM	Yr Egin	Campuses	Digital	HaPS	SILCG	Pentre Awel	Swansea Waterfront	Skills
Scope and key objectives	No change to project	Limited and minor changes to project	Widespread and major changes to project	Significant change to project	5	10	0	0	5	5	0	0	10
Timescales	No foreseeable delays	Potentially minor delays (0-6 months)	Potentially major delays (6-12 months)	Potentially significant delays (1 year+)	5	5	0	0	5	5	5	5	5
Reputation if project fails to deliver	No negative impact	Local and limited negative impact	Regional and limited negative impact	Significant impact	5	5	10	10	10	10	10	10	5
Stakeholders/partnerships commitment	No issues	Limited and minor issues	Widespread and major issues	Significant issues	10	0	5	5	0	0	5	5	0
Project costs	No variance	0-10% variance	10-20% variance	20%+ variance	5	5	5	5	5	5	5	5	0
Procurement	No impact	Minor impact	Major impact	Significant impact	5	0	5	5	5	5	5	0	5
Staff resourcing	No impact	Limited impact	Widespread and major impact	Significant impact	0	5	5	5	5	5	5	5	5
TOTAL					45	40	30	35	40	35	35	40	30
					C	C	C	C	C	C	C	C	C

ASSESSMENT CRITERIA	Scoring guide				Impact score April 2022								
	0	5	10	20	PDM	Yr Egin	Campuses	Digital	HaPS	SILCG	Pentre Awel	Swansea Waterfront	Skills
Scope and key objectives	No change to project	Limited and minor changes to project	Widespread and major changes to project	Significant change to project	5	10	5	0	5	5	0	0	10
Targets	No risk to achievement	Short-term, limited impact to achievement	Widespread, but relatively short term impact on achievement	Significant, long-lasting impact on achievement	10	10	10	5	5	5	5	5	5
Timescales	No foreseeable delays	Potentially minor delays (0-6 months)	Potentially major delays (6-12 months)	Potentially significant delays (1 year+)	5	5	5	0	5	5	5	5	5
Reputation if project fails to deliver	No negative impact	Local and limited negative impact	Regional and limited negative impact	Significant impact	5	5	5	10	10	10	10	5	5
Stakeholders/partnerships commitment	No issues	Limited and minor issues	Widespread and major issues	Significant issues	10	0	5	5	0	0	5	5	0
Project costs	No variance	0-10% variance	10-20% variance	20%+ variance	5	5	5	5	5	5	5	5	0
Procurement	No impact	Minor impact	Major impact	Significant impact	5	0	5	5	5	5	0	0	5
Staff resourcing	No impact	Limited impact	Widespread and major impact	Significant impact	0	0	5	5	5	5	5	5	5
TOTAL					35	45	35	35	40	40	35	30	35
Intervention					C	C	C	C	C	C	C	C	C
Movement					-	✓	↑	-	-	-	✓	✓	-

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Suggested project categories relating to the risk and impact assessment score are as follows:

	Number of Red Risks Identified by Impact Criteria								total Red Risks
	Scope and key objectives	Targets	Timescales	Reputation if project fails to deliver	Stakeholders/partnerships commitment	Project costs	Procurement	Staff resourcing	
Jan-22	3	4	4	4	2	6	2	1	26
Apr-22	3	3	4	4	2	5	1	1	23
Change	-	✓	-	-	-	✓	✓	-	✓

Project Risk and Impact Score	Suggested Project Category	Intervention
100+	A	Joint Committee commissioned task and intervention required.
50-99	B	No intervention required. Continue to monitor.
25-49	C	No intervention required. Continue to monitor.
0-24	D	No intervention required. Continue to monitor at a project level.

The context in which the project operates and an element of common sense will be considered alongside the impact score to ensure that the right level of intervention and monitoring is in place for the successful delivery of the project.

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ID	Recommendation	Priority	Report Section	Actions	Target Date	Lead	Sign Off	Status	Dependencies	Update
Gate001a	Update the stakeholder map, engagement strategy and communications plan	Recommended	8.2 Stakeholders and Communications	Review and update stakeholder map, engagement strategy and communication plan	Nov-21	HH	PB/JC	Completed	Commencement of Comms and Marketing Officer	Comms and Marketing Officer appointed. Updated Communications and Marketing Plan presented to Programme Board on 01/03/22 and approved at Joint Committee on 10/03/22
Gate001b	Establish the potential to make greater use of dashboard information to convey updates to different stakeholder groups	Recommended	8.2 Stakeholders and Communications	Development of P3M tooling and a dashboard of key information for stakeholders	Nov-21	PR	PB/JC	Completed	Establishment of P3M tooling	Programme (Portfolio) Board members approved the components for the Dashboard at the meeting held 1st March and approved at Joint Committee on 10th March. A visual preview on the Dashboard display was reported to Programme Board on 29th March. This will form part of the Quarterly Monitoring Reports and will also go forward to Joint Committee for information The intention is still to procure a P3M Software, however due to delays with procurement, the PoMO will introduce the approved dashboard in the interim.
				Consultation with stakeholders re: scope and presentation of information to be presented in the dashboard						
Gate002	Confirm that the intended Outcomes and Benefits remain realistic given the impact of Covid and Brexit and the shortening of the UKG funding timeframe.	Essential	8.3 Outcomes and Benefits	Clarify UKG funding timeframe and any implications for benefit realisation	Nov-21	PR	PB/JC	Completed	Dashboard information linked to completion of Gate001b	UKG confirmed on 5/8/21 that benefits realisation timeline remains 2017-33 even though funding profile from UKG ends 2028 due to accelerated drawdown. Portfolio level spending objective benefits have been confirmed and will be updated and reported on a quarterly basis. The wider programme and project benefits will be templated and prepared for report in the next quarter. Work is ongoing to profile the anticipated realisation on an annual basis and reported accordingly. Throughout 2021 the PoMO and project leads completed Covid Impact Assessments on a quarterly basis in order to monitor any potential impact of the pandemic on the Portfolio. From January 2022 the PoMO has implemented a similar Construction Impact Assessment in order to specifically monitor the impact of these and other factors on the infrastructure delivery elements of the Portfolio. As per the Quarterly Monitoring report October 2021 it was confirmed that Portfolio level benefits realisation is still realistic by completion 2033.
				Review and agree benefits at a Po/Pg/Pj level and establish a framework for the management and realisation of benefits across the Portfolio						
				Incorporate reporting of benefits in dashboard information developed in action Gate001b above						
Gate003	Update the Terms of Reference for, and membership of, the Portfolio Board and ensure that all Members and Attendees understand their respective roles	Essential	8.3 Governance	Review and update ToR for PoB	Feb-22	PR	PB	In Progress		The Terms of Reference for SBCD Governance Boards will co-incide with the development of Corporate Joint Committees. Direction will be provided by local authority Chief Execs. PoMO are working with members of SBCD governance groups and SROs to ensure complete understanding of their respective roles.
				Engagement with PoB members to clarify purpose and roles						
Gate004	Identify opportunities for the PoMO to extend its targeted support to constituent Programmes/Projects to reduce the PMO burden on those Programmes/Projects	Recommended	8.5 Portfolio Management and Resources	Completion of Skills Audit with all Pr/Pj	Oct-21	PR	PB/JC	Completed		A skills audit was completed in early 2021 and required results have now been submitted and further review will be undertaken early in 2022 to ensure that any skills requirements or training opportunities are actioned accordingly. A survey has been completed by SROs and Programme/Project leads for feedback on areas of support to be considered by the PoMO. The results of this survey found no significant concerns or failures of the support offered by the PoMO and ongoing review and support will be offered for the duration of the Portfolio.
				Review and record the extent of PoMO targeted support to Pr/Pj.						
				Engagement with Pr/Pj Leads and SROs through a survey and direct engagement to identify areas where PoMO could offer support to facilitate development / delivery						
				Review reporting requirements for Pr/Pj and identify any duplication and potential areas for streamlining						

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**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

Programme	Lead body	Project(s)	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Yr Egin Tudalen 61 Swansea City Waterfront Digital District	Swansea Council	Indoor arena and digital square	Swansea Council	£105m	Buckingham Group Contracting Ltd appointed	2018	Q4 2019	Q4 2019	Q1 2022
		Arena (ATG) Food and Drink Building services	ATG / Swansea Council	various	Sell2Wales, tbc		Q2 2020		Q4 2021
		71-72 Kingsway office accommodation	Swansea Council	Circa £49.6m	Bouygues UK appointed via SWWRC Framework	2020	Q3 2021	Q4 2021	Q3 2023
		Innovation Matrix	UWTSD	Circa £8m	Procured - Kier SWWRC Framework	2022	Q4 2021	Q1 2022	Q1 2024
		Innovation Precinct	UWTSD	Circa £17.42m	SWWRC Framework (TBC)	2023	Q4 2023 (Predicted)	Q1 2024 (Predicted)	Q1 2025 (Predicted)

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Yr Egin	UWTSD	Creative Business Hub Phase 1	UWTSD	Circa £10.48m	KIER – via SEWSCAP2 Completed	Dec 2015	March 2016	March 2017	Completed July 2018
		Creative Business Hub Phase 2	UWTSD	tbc	tbc	Q3 2022 – Q1 2023	Q2 2023 (anticipated)	2023 (anticipated)	2024 (anticipated)

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Digital infrastructure	Carmarthenshire CC	Connected places	TBC	£20m	Open procurement	Q2-Q4 2021	Q2 2022	tbc	tbc
		Rural connectivity	TBC	£25.5m	tbc	Q1-Q2 2022	Q3 2022	tbc	tbc
		Next generation wireless (5G and IOT networks)	TBC	£9.5m	tbc	Q1 – Q2 2022	Q3 2022	tbc	tbc

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Skills and Talent Initiative	Carmarthenshire CC	Courses, training and apprenticeship opportunities	TBC		tbc	Q2 2022	Q3 2022	Q4 - 2022	Q1 - 2023

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
SBCD Campuses	Swansea University	Phase 1a Morryston refurbishment	SU/SBUHB	Circa £1.25m	SWWRFC/Sell to Wales	Q2 2022	Q2 2022	Q3 2022	Q2 2023
		Phase 1b Campuses Building	Swansea University	Circa £12.75m	Design and Build SWWRFC/SEWSCAP	Stage 2 Q3 2022	Stage 3 Q1 2023	Stage 4 Q2 2023	Q1 2026

**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Tudalen 63 Pentre Awel	Carmarthenshire CC	City Deal funded: Facilities for education, skills and training, business development, clinical delivery and research	Carmarthenshire CC	Circa £70m	Bouygues UK appointed via SWWRC Framework	2020	Q2/3 2021	Q1 2022	Completion Zone 1 Q2 2024
		Carmarthenshire County Council funded: Leisure and aquatics centre and communal infrastructure			Client side services contract – Gleeds Appointed through WPA framework				
		Zone 3 procurement of design development – outside City Deal Scope.			Appointed through WPA framework – AHR				

**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Homes as Power Stations	Neath Port Talbot CBC	Monitoring and evaluation services	NPTCBC	£1m	tbc	2021 Q4	2022 Q1		
		HAPS financial incentives fund	NPTCBC	£5.75m	Fund – to be advertised to all	2021 Q4	2022 Q2 – fund launch		
		HAPS regional supply chain fund	NPTCBC	£7m	Fund – to be advertised to all	2021 Q4	2022 Q2 – fund launch		

Tudalen 64

**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Tudal Supporting Innovation and Low Carbon Growth	Neath Port Talbot CBC	Bay Technology Centre	NPTCBC	Circa £7.9m	SWWRC Framework Morgan Sindall (main contractor)	Q3 2019	Q2 2020	Q3 2020	Q2 2022
		SWITCH Specialist facility (construction)	NPTCBC	Circa £15m	SWWRC Framework	Q2 2021	Q2 2022	Q3 2022	Q3 2024
		SWITCH Specialist equipment	NPTCBC	Circa £5m	tbc	Q2 2021	Q2 2022	Q2 2023	Q2 2024
		Low emission vehicle charging infrastructure	NPTCBC	Circa £0.5m	tbc				
		Air quality monitoring sensors	NPTCBC	Circa £0.5m	Procured	Q4 2019	-	-	-
		Hydrogen stimulus project	NPTCBC	Circa £1m	tbc	Q3 2021	Q2 2022		
		Advanced manufacturing Production facility (construction)	NPTCBC	Circa £12m	SWWRC Framework	Q3 2021	Q3 2022	Q3 2023	Q2 2024
		Advanced manufacturing Production facility Specialist equipment	NPTCBC	Circa £5m	Tbc	Q3 2021	Q3 2022	Q3 2023	Q2 2024

**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

Tudalen 66		Advanced manufacturing Production Facility End operator	NPTCBC	Tbc	Sell2wales	Q4 2021	Q2 2022		
		Property Development Fund	NPTCBC	Circa £10m	Fund – to be advertised to all Third parties to procure construction				

**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

Programme	Lead body	Project	Procuring body	Contract Value	Procurement route	Design date (Cal Yr)	Procurement date (Cal Yr)	on site date (Cal Yr)	Completion date (Cal Yr)
Tudalen 67 Pembroke Dock Marine	Milford Haven Port Authority	Pembroke Dock Infrastructure							
		a) Hanger Annex Renovations	MHPA	£5.2m	MHPA Procedures (Design) only Sell2Wales - Construction	Q2 2019/20	Q1 2021	Q3 2021	Q1 2023
		b) Amenity and pocket park	MHPA	£300k	Sell2Wales	Q2 2023	Q4 2023	Q2 2024	Q4 2024
		c) Slipway, berthing & Infilling the Pickling Pond	MHPA	£14m	Sell2Wales	Q4 2019 to Q4 2021	Q4 2020 to Q2 2021	Q1 2022	Q3 2023
		d) Land Remediation and laydown at south of site	MHPA	£6m	Sell2Wales	Q3 2020	Q2 2021	Q2 2022	Q4 2022
		e) Infilling of the Graving dock	MHPA	£3m	Sell2Wales	Q1 2021	Q3 2022	TBA	TBA
		f) Terrestrial development, demolitions, levelling, transportation corridor and Utility provisions.	MHPA	£6.4m	Sell2Wales	Q2 2022	Q3 2022	Q4 2022	Q4 2024
		Marine Energy Engineering Centre of Excellence							
		Materials for prototypes	OREC	£900k	Sell to Wales / Find a Contract (value dependant)		Q3&4 2021 Q1-4 2022 Q1-4 2023		

Tudalen68		Vessel hire for deployments in META		£26k	Sell2Wales		Q3 2021			
		Meta berthing fees		£196k	SSJ		Q4 2021			
		Workshop equipment inc 3d printers		£60k	Sell to Wales / Find a Contract (value dependant)		Q3 2022			
	Marine Energy Test Area Developments									
			Environmental surveys		£30k	Sell to Wales / Find a Contract (value dependant)		Q3 2022		
			Insurance		£30k	Sell to Wales / Find a Contract (value dependant)		Q1 2022		
			Legal support		£10k	Sell to Wales / Find a Contract (value dependant)		Q1 2024		
	The Pembrokeshire Demonstration Zone									
		Environmental scoping – Defining the scope of the Environmental Surveys that will inform the EIA.	Celtic Sea Power	£150,000	Services Contract Open Below threshold – Sell2Wales		14/02/22 (Scope in development)			
		Technical feasibility and concept design, initial engineering design of the MOS, on and offshore cabling arrangements to feed into the EIA process.	Celtic Sea Power	£150,000	Services Contract Open Below threshold – Sell2Wales		14/02/22 (Scope in Development)			

**Item 6h Swansea Bay City Deal Programme and Project Procurement Pipeline
Design and Construction phase**

Updated 20/04/22

		Project Summative Assessment. Evaluation of project performance against outputs as required by Welsh European Funding Office	Celtic Sea Power	£30,000	Services Contract Open Below threshold -- Sell2Wales		01/05/22		
Tudalen 69		Commercial vehicle study – Detailing the route to commercialising the PDZ concept into a financeable and deliverable solution.	Celtic Sea Power	£100,000	Services Contract Open Below threshold -- Sell2Wales		15/05/22		
		Offshore surveys – environmental surveys to inform the offshore EIA.	Celtic Sea Power	£1,100,000	Service Contract OJEU Open above threshold with PIN – My Tenders & Sell2Wales		31/05/22		
		Pre-Front Engineering Study (design package to prove the feasibility in technical and economic terms)	Celtic Sea Power	£800,000	Service Contract OJEU Open above threshold with PIN – MyTenders & Sell2Wales		01/08/22		

Mae'r dudalen hon yn fwiadol wag

Programme / Project Name		SBDC Portfolio Management Office									
Director / Programme / Project Lead Name		Jonathan Burnes									
Last Updated		Q4 31-Mar-22									
ID	Risk ID (if applicable)	Date Identified	Status	Priority	Issue Description	Owner	Escalation Needed (Y/N)?	Impact	Original Action	Follow-on actions & Final Resolution	
SBDC003		19/11/20	Work in progress	Medium	Attendance of Governance Board members and sending representations from their organisations that may not be as familiar with the SBDC.	Governance Boards	Y	Contributions maybe limited from all key stakeholders and representatives from their organisations which may lead to less informed decisions and discussion. Ability to make a decision maybe impacted if the correct level of representation is not in place.	19/11/20 - PoMO will work with Board / Committee members to produce a delegate list where only authorised personnel can attend meetings and have the same level of authority PoMO will share an annual meeting schedule and work with key stakeholder organisations to identify clashes in advance.	16/02/21 PoMO have now developed a delegate list for Governance Board members PoMO to include a communication to all attendees in the Chair's notes, to confirm all members have provided the name of a delegate in their absence, and the expectation is for either the member or the representative to ensure they attend the full duration of the meeting. 12/01/22 Meeting attendees continue to be inconsistent and don't always have the main contact present. Remains an issue and will be monitored now all the Programmes / Projects are in delivery. 31/03/22 On-going monitoring of attendees and PoMO support outside of the board meetings	
SBDC012		19/11/20	Open	Medium	Challenging to obtain robust and timely financial information from programme / projects	Finance	N	Impacts reporting timescales and delays in submitting reports	26/11/20 - Finance Manager is working with key stakeholders for them to provide timely and quality information.	16/02/21 Financial information received from all Programme / Project Leads. SBDC Finance Manager now holds monthly 1-1's with Leads. Quarterly Financial Report to be provided to Programme (Portfolio) Board and Joint Committee in March 2021. 31/03/2022 Q4 financial reporting will be delayed by a month to May due to year end. This will occur for each Q4 reporting period going forward.	
SBDC015		14/02/22	Open	Medium	Delay in ability to procure P3M Software impacting on ability to record and track programme / project plans, not having a live reporting process, inability to create streamlined dashboards	PoMO	N	Not able to record and track portfolio, programme / project plans via one mechanism, not having a live reporting process, inability to create streamlined dashboards	Procure a programme management software to roll out across the portfolio	31/03/22 Issues have been escalated to the CCC Section 151 Officer for resolution. PoMO are awaiting a response.	
SBDC016		14/02/22	Open	Medium	No central administrative support role from 10th March within the PoMO	PoMO	N	Role will need to be covered by PoMO until replacement is recruited, impacting on staff and deliverables. No central support to the PoMO Leads	Start recruitment process for like for like replacement Split existing roll amongst PoMO until vacancy is filled PoMO will work together to prioritise workloads.	31/03/22 Recruitment process to shortlist and interview will be completed in April-22	
SBDC017		14/02/22	Open	High	Approval of Governance Board documentation outside the timescales set out in the Meeting Protocol approved by JC	PoMO	N	PoMO spending unnecessary time chasing approval of documentation. Governance Board members receive papers later than anticipated allowing less time to digest. Also a chance of not being able to publish papers meaning they will slip to the following month due to the legal amount of time set to release documents	Request approvers set aside time in their diaries each month to review documentation Raise with Portfolio SRO PoMO to tweak Guidance document PoMO to meet with S151 and Monitoring Officer during the review period to discuss process for signing off documentation.	31/03/22 Board documents are shared asap with Monitoring and Section 151 Officers. Meeting with Monitoring Officer with suggested improvements which have been subsequently implemented by PoMO.	
SBDC018		14/02/22	Open	Medium	Business cases not being updated and progressed to FBC stage resulting in out of date business cases and lack of information particularly relating to procurement and cost details at project level. No SBDC consideration / approval prior to projects proceeding with delivery	PoMO / Project SROs	Y	Lack of information on current status of the programme/project business cases particularly relating to costs, funding and value for money.	One to one meetings held with project leads to request updated business cases. Arrangements for developing business cases to FBC stage outlined in Portfolio Business Case Schedule to be drafted to show FBC status and schedule.	31/03/22 No update to original action on 14/02/22.	
SBDC019		14/02/22	Open	Medium	Projects not meeting agreed timeframes for undertaking Integrated Assurance & Approval Plan (IAAP) activity	PoMO / Project SROs	Y	Independent assurance is not undertaken at key decision points for specific projects which could affect affordability and achievability. PoMO / SBDC Governance Boards unsighted on delivery status of projects at key milestones	Requests made to project leads to arrange assessment meetings with WG Integrated Assurance Hub to assess the need, timescale and scope of the next Gateway Review / SRO training for all programmes and projects to take place. Assurance Framework developed and currently going through Governance Boards.	31/03/22 All Project and Programme leads have updated their IAAPs and have been reviewed by the PoMO and are currently with the WG Integrated Assurance Hub for review.	
SBDC020		14/02/22	Open	Medium	Lack of systematic independent assurance arrangements for the lower level projects as workstreams	PoMO / Project SROs	Y	No systematic independent assurance process for lower level projects and workstreams. Increased risk in projects not delivering specified benefits and meeting investment objectives	Development of SBDC Assurance Framework to ensure independent assurance arrangements with WG Integrated Assurance Hub across the whole of the portfolio.	31/03/22 Delays to approving and implementing the SBDC Assurance Framework continue as dialogue with WG take place.	
SBDC021		16/02/22	Open	High	Rising construction costs in the last few months - it has become common knowledge that the construction industry is experiencing rising costs and issues in relation to resource availability. The current issue for the PoMO is the unknown quantification of the impact of this issue at a Programme and Project Level for all SBDC schemes meaning a Portfolio level impact is unknown.	PoMO	Y	Potential delays to delivery, cost of delivery and quality of final product which in turn will likely affect the level of benefits realised at a Programme and Project level, resulting in a reduction of Portfolio benefits during the Portfolio lifecycle.	Quarter 2/3 reporting schedule 21-22 the PoMO have devised a construction impact assessment, this document requests information from the Project Leads in order to provide a current and accurate picture of the Construction Industry Challenges faced by each Project. It has been confirmed that returns are required Feb 2022 to allow an initial position to be determined. Nil return will be highlighted as such.	31/03/22 The updated construction impact assessment was presented to PB in March 22.	
SBDC022		16/02/22	Open	High	Measuring of GVA at a programme and Project level - The PoMO has confirmed that currently GVA cannot be measured as an indicator. This is due to the nature of GVA and it being a Macro measure i.e. regional, an accurate measure at a micro level e.g. firm, or org, is not achievable	W/LUG & PoMO	N	One of the HoT requirements is GVA contribution, whilst the Portfolio will deliver uplifts in GVA it's quantification method is still unknown	LUG/WG have been tasked with confirming with their economists how this can be calculated. If this is not an achievable metric, they are tasked with determining a suitable metric (if required)	31/03/22 The appropriateness of using GVA, which is a Macro economic indicator as a measure of success at Portfolio, Programme and Project level are on-going with WG and UKG.	
SBDC023		16/02/22	Open	Medium	SBDC Communications & Marketing Officer could be unaware of some key PR opportunities / planned activity for Programmes / Projects due to not having visibility of Communications & Marketing Plans in place at Programme / Project level.	PoMO	N	Missed PR opportunities, lack of visibility of key activity	Comms schedule to be standardised. Comms & Marketing Officer to work with Programme / Project Leads to develop all Comms & Marketing Plans. Once P3M Software procured, comms activity can be populated into the system.	31/03/22 Work is ongoing with project and programme leads to roll out Marketing and Comms Plans.	
SBDC024		18/02/22	Open	Medium	Uncertainty as to when UK & WG government funding is to be received and award amount.	Finance	N	Impacts on disbursement to projects and cashflow monitoring. Potentially additional borrowing costs.	Ongoing dialogue with WG	31/03/22 A funding offer letter was received by the Section 151 officer at the end of March. Confirmation on WGs draw down of funding that is aligned to UKGs 10 year profile is ongoing.	

SBCD025		14/02/22	Open	Medium	Delay in funding agreements being approved	Finance	N	Impacts on disbursement of grant. Delay to delivery of projects. Knock on effect with ability to recruit. Potentially impacting on benefits realisation.	Ongoing liaison with legal officers and programmes/projects	31/03/22 Funding and collaborative agreements for HAPS and Digital Infrastructure are still ongoing and could cause a delay to delivery if not resolved soon.
SBCD026		18/02/22	Open	High	SBCD Website no longer fit for purpose	PoMO	N	Information is inaccurate providing the reader with out of date information	Website to be reviewed and updated and made more accessible	31/03/22 This will form part of the Marketing and Comms work programme in Q1/Q2 2022/23.
SBCD027		29/03/22	Open	Medium	Assurance framework has not been accepted in its current form by W/UKG. This has resulted in delays in having a clear strategy in place for the portfolio and its constituent programmes and projects as the direction on what level of assurance needs to be external is ambiguous and the office of integrated assurance in WG have requested different review requirements on multiple occasions, each delaying the implementation of any assurance below programme level on every occurrence	W/UKG & PoMO	Y	Potential to miss opportunities to assure the portfolio at the most appropriate times meaning opportunities for change may be missed resulting in a negative impact or loss of potential for the benefits delivered. Loss of support for assurance activities from SBCD partners and deliverers if the requirement from WG IAH is perceived as onerous or disproportionate	Proposed assurance framework in collaboration with W/UKG Dec/Jan 21/22, approved by Portfolio Board Feb 22, deferred from JC approval March 2022 following WG IAH staff change. PoMO updated IAAP to include 24 months of activity. Meet with WG/UKG 8th April to confirm proposed approach, this resulted in WG IAH requesting further info not previously been requested for digital infrastructure programme in order to allow IAH to propose the most appropriate way forward. IAH have confirmed that all high risk, high value procurements should be subject to assurance/assessment for assurance, however they do not wish to receive RPA forms for each project/workstream as they are unable to deliver this level of assurance. Instead a hybrid approach is proposed by IAH which will assess which elements of programme procurement require assurance.	

Item 6k

Swansea Bay City Deal

Construction impact assessment summary report



Date	April 2022
Version	V2.0

Construction Impact Assessment Summary Report

1.0 Introduction

The purpose of the combined risk/issues assessment and impact assessment is to highlight and quantify the specific risks/issues currently being experienced throughout the construction industry. SBCD Programme Board and Joint Committee have requested that all programmes and projects assess their current status and ongoing monitoring with regards the potential impact these construction challenges will have on the successful delivery of the portfolio and the constituent programmes and projects.

2.0 Returns

As of 14th April 2022 following multiple discussions and requests for completion of the SBCD construction impact assessment, below is the status of returns.

Programme/Project	Status of Return
Swansea Waterfront	Complete
Swansea Campuses	Complete
SILCG	Complete
Skills and Talent	Nil return – not currently a direct issue
Yr Egin Phase 2	Nil return – current review of delivery strategy and strategic alignment will complete within next few months once strategy complete and approved.
Pentre Awel	Complete
PDM	Complete
Digital infrastructure	Nil return – on-going BC updates will complete within next few months once BC updates complete.
HaPs	Nil return

3.0 Construction impact assessment (CIA) Requirements

The CIA has been developed with 9 key questions listed below, whilst providing projects the opportunity to highlight specific risks or issues under question 10:

		Identify as Risk or Issue
	<u>People</u>	
1	Decreased available labour and/or suitable subcontractors and suppliers	
2	main contractor delivery/management team - skills and capacity issues in terms of project delivery	

	<u>Materials</u>	
3	Lack of availability of construction materials	
4	Quality of materials (due to lack of stock of preferred option)	
	<u>Finance</u>	
5	Rising construction costs results in exceeding/increasing programme / project budget	
6	Contractor / subcontractor / supplier going bankrupt/experiencing financial difficulty	
	<u>Timelines</u>	
7	Delays in project programme due to traditional infrastructure project factors such as ground/weather/construction site issues etc.	
8	delay in obtaining relevant construction related / operational approvals	
	<u>Policy/political</u>	
9	revised industry/governmental statutory & mandatory requirements - including technological/policy/political advancements since initial planning phases	
	<u>Other</u>	
10	Please highlight any other risks/issues in relation to construction not highlighted above	

These questions are scored across 8 fields of potential impact of low/medium/high (probability x impact). The fields of impact are:

Scope and key objectives	Targets	Timescales	Reputation if project fails to deliver	Stakeholders/ partnerships commitment	Project costs	Procurement	Staff resourcing
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Once completed the author must then identify mitigations that are/will be put in place along with any resource requirements in enacting these mitigations.

4.0 Summary of Risks identified in returns

Risks	Impact Field	Scope	Targets	Time	Reputation	Stakeholder/ Partnerships	Proj. Costs	Procurement	Resources
Red		3	0	10	0	0	4	0	0
Amber		12	21	13	22	11	28	18	2
Green		29	23	21	22	33	12	26	42

5.0 Quantification of impact

Once known the impact of these risks becoming issues will likely result in a change, the CIA has been developed so that all quantification links to the 5 categories of change derived in the SBCD change procedures, namely:

- Financial/costs
- Timescales
- Quality
- Programme and/or project benefits are impacted
- Portfolio benefits are impacted

6.0 Summary/status

Areas of High concern

There are currently 3 areas of high concern, these being:

- Scope
- Time
- Proj. costs

All of these areas will be continually monitored and over time as any issues arise along with associated change requirements, change notifications and change requests will be submitted to the PoMO and reported/escalated accordingly to stakeholders as per the SBCD change procedures.

Areas of Medium concern

There are currently 3 areas of medium concern, these being:

- Delivery of targets
- Potential reputational damage
- Proj. costs

As projects and programmes develop, all areas of concern will continually be monitored through the construction impact assessment, in order to ensure that all change is reported, recorded, escalated and approved appropriately, any mitigations required are implemented and the overall success of outcomes, outputs and impacts are not affected.



Bargen Ddinesig

BAE ABERTAWE
SWANSEA BAY
City Deal

SBCD Highlight Report

March 2022



Business Engagement

SBCD Portfolio Office Feb-March 2022



Peter Austin
Business Engagement
Manager

Activities Completed

Activities

- Preparations and delivery of SBCD Showcase event
- Planning for participation at 4theRegion Swansea City Centre event
- Facilitating meetings for smart cities initiative
- Working with CECA and CEW to follow-up from construction costs workshop with PLs/SROs

Attendances:

- Attendance at 4theRegion Swansea City Centre event
- Blockchain Challenge follow up- Blockchain Connected
- Pentre Awel Community benefits Group
- Pembrokeshire LAEP workshop
- Pentre Awel meet the buyer event with Bouygues

Meetings

- Avril Lewis', Blockchain Connected – see activities planned
- Shane Williams, Swansea Sand & Gravel – re procurement opportunities
- Sharon Adams, MHPA – re showcase event
- Jack O'Brien, Deloitte – re showcase event
- Alice Coleman, Chambers Wales – re new contacts
- Michelle Gunn, Princes Trust – see activities planned
- Dafydd Llywelyn, Police & Crime Commissioner– see activities planned
- Mark Powney, BNW - see activities planned

Activities Planned/Ongoing

Current

- Planning attendance at Introbiz Expo in Swansea 7/4/22
- Planning supply chain workshop for HAPS with ESB
- Developing proposal for Business News Wales marketing support
- Business Engagement support for programmes and projects, Pentre Awel, HAPS, Campuses & Yr Egin
- Planning for demonstration of Beauhurst investment platform to PL's
- Exploring opportunities for engagement with Princes Trust across portfolio
- Exploring potential for use of Blockchain as pilot in portfolio.
- Potential for SBCD presentation to Chief officers within Dyfed Powys Police

Ongoing

- Coordinating ESB meetings with Chris Foxall
- Monitoring Portfolio procurement pipeline
- Managing SBCD LinkedIn account
- Attendance at CEIC steering group meetings
- Meetings with WG Relationship Management Team
- Developing joint work programme SBCD & Wales Co-op

Risks

- Ongoing alignment of Regional Strategy development to development of E&I framework leading to lack of coordinated approach to engagement and investment across portfolio
- Projects adopting silo approach to business engagement
- Potential cost increases during construction phases of projects
- Poor take up of offer of support from ESB to assist projects with supply chain creation, private sector investment or building sectoral eco systems could cause opportunities to be missed.

Issues

None



Communications and Marketing



Heidi Harries
Communications
and Marketing Officer

SBCD Portfolio Office February - March 2021/22

Activities Completed

Activities:

- Planning and participating in the Showcase Event (3rd March, Parc Y Scarlets) including producing brochures and pop up stands, social media posts, attendee badges, on-the-day set up, post event survey
- Social posts to help promote the opening of Swansea Arena
- Planning and participating in the 4theRegion Event (17th March, Swansea Arena) including an A5 advert, social post and a PowerPoint Presentation
- Press Release on All Programmes and Projects in Delivery
- Organised the structure for the Annual Report

Attendances:

- 4theRegion Event 16th March
- The Showcase Event 3rd March

Statistics

- Twitter - From 1st February to 28th February 'reach' was 120.6k – this is the number of people that saw the posts, engaged, clicked on, re-tweeted, commented or liked. Number of followers is 1,539
- Facebook - From 1st February to 28th February 'reach' was 17.3k - this is the number of people that saw the posts, engaged, clicked on, re-tweeted, commented or liked. Number of followers is 893.

Activities Planned/Ongoing

Current:

- Working with PM on a list of key milestones that should be included in PR
- Working with PMs to establish communication groups
- Planning for the Meet the Buyer Event (30th March, Parc Y Scarlets)
- Evaluating the Business News Wales proposal and planning a schedule of activity.
- PR on Vortex for SILCG
- Contents for the Annual Report
- Finalising the Marketing and Communications plan for Campuses



Risks

Increases in constructions costs may have implications to overall project budgets/timelines/quality which may create variance from the figures that the press have already publicised.

Issues

None



Pembroke Dock Marine



Steve Edwards
Commercial Director
Port of Milford Haven

Project Partner Lead: Pembroke Dock Marine Board

11 Feb to 16 March



Risks

- Further material costs increases presenting a risk to deliver IP1 to budget.
- Due to the issue raised around redesign work for slipway (noted below) there is a risk this may impact completion date – currently Dec 2023
- PDI Lot 1 Construction Programme end date (see below)
- Floating Offshore Wind requirements presenting significant opportunity but further intervention in transmission infrastructure and multiple regional ports needed in order to connect the projects to the UK energy system & compete with European ports to capture benefit.
- Mitigations – Ongoing dialogue with contract partners and funding bodies. Early collaboration discussions with Regional Ports ongoing

Issues

- Redesign work underway for slipway to address increasing costs due to inflation/commodities increases and availability
- Capital cost increase PDI project budget. Further phases are at different stages in the PDI development plan but MHPA continue to work to inform options to mitigate (IP1)
- Ensuring appropriate level of project and program governance / reporting is established to maintain the projects value to the SBCD whilst ensuring the project remains delivery and impact focused.
- PDI Lot 1 ECI design stage prolongation will result in delayed start to Lot 1 Slipway/workboat pontoons and extended completion dates (Jan 2024)

Activities Completed

All: Partners attended SBCD portfolio showcase 3rd March.

PDI:

- Agreed terms for Lot 1 ECC Contract with Main Contractor
- Planning Reserved matters approved, and Marine licence variations issued by EA
- Workboat pontoons design complete
- Handovers: CGIs complete; Annex 4: Concrete repairs complete, render removed, existing wall ties replaced, foundations dug for link building, containment and cable run complete (but not live); Annex 3: New openings internally complete; Annex 2: Soft strip complete and ready for roof demolition; Annex 1: Switchgear redesign complete, WPD engaged
- Surface water drainage complete across site ready to create new outlet.

META:

- Successful recovery of SELKIE turbulence testing tool developed by Swansea University (right)
- Marine Licence Variation application submitted to NRW
- Business Development Services contracted to support project (right)

MEECE:

- Standard Variation Letter has been signed by all Partners.
- Collaboration agreement has been signed by all university partners and ORE Catapult.
- New office opening at MSparc, North Wales
- Research Engineer has been recruited and joined the team

PDZ:

- FTEs Increased to 3
- Legal and Grid technical Support Procurements Concluded
- Environmental Support Procurement Live
- Pre-Application for grid submitted and engagement with NGrid, and other key OTNR Stakeholders underway.



META contract business development services to support project

Activities Planned

- Marine Energy Wales conference has been confirmed for 22nd and 23rd March 2022. Partners attending.
- MEECE engagement with North Wales Growth Deal and North Wales Economic Ambition Board.
- MEECE team are delivering a 'Meet the Expert' session at the MEW conference.
- PDM Program Board Terms of Reference being revised following feedback from Partners.

Swansea City & Waterfront Digital District

Project Partner Lead: City & County of Swansea



Huw Mowbray
Project Manager

Activities Completed

Arena

Test Event took place successfully on Feb 25th and 26th.

The Arena was officially opened by the WG First Minister, UKG Minister T C Davies and the Swansea Council Leader on March 3rd 2022.

Coastal Park and Green Room restaurant opened March 15th prior to John Bishop's first Arena Act.

71/72 Kingsway

Construction programme began Nov 2021.

Piling commenced.

Project site offices and welfare facilities completed.

Letting discussions commenced.

Innovation Matrix

RIBA Stage 3 complete

Initial tenant/partner engagement commenced

Activities Planned

Arena

Hotel – Delivery reports being progressed and finance discussions continue.

71/72 Kingsway.

Comms plan in progress.

Construction continues and piling advanced.

Preparation works to enable tower crane installations during May.

Further detailed letting/operator discussions continue for 71/72 The Kingsway

Innovation Matrix

Planning “reserved matters” to be submitted in mid-April

Funding agreement to be finalized between CCoS and UWTSD

Further tenant/partner engagement planned

Business/operational model to be finalized



Arena – from the East



Risks

Effect of Covid-19 and Material shortage on construction, including programme slowdown and impact on costs

Effect of Covid-19 upon level and type of commercial demand for 71/72 Kingsway, Box Village and Innovation Precinct, also concerns about tenant fit-out contributions. Hotel: difficulties in funding are impacting delivery timescales.

TAN15 may impact the Innovation Matrix.

Issues

Impacts of Covid and effects on redevelopment including timescales, costs and occupier demand.



Yr Egin – February 2022



Project Partner Lead: UWTSD



Activities Completed

Following the completion of the creative sector analysis for Phase 2 UWTSD has been developing an appropriate delivery strategy based around the sector analysis, the SBCD aims and objectives and the strategic aspirations of the University.

Activities Planned

Egin Phase 1 now considered complete, University moving on with IAAP to develop Egin Phase 2. University senior internal team has mobilised and will now work on development of Egin Phase 2. University is engaging with expert consultancy support.

Development of Egin Phase 2 operational model has commenced with an assessment of industry need and will be built around a service delivery model.

University engaging with SBCD to describe new model of delivery through different elements. Change request process programmed for March 2022.

Risks

Effect of Covid-19 on the Welsh/UK/global economies and the creative sector, and the implications for future level and nature of demand for Yr Egin

Potential change to current business case due to outcomes of Egin Phase 2 operational model

Issues

Implications of the recently announced Welsh Government strategy to achieve much increased levels of permanent remote working post Covid-19 and to develop a network of local, community-based working hubs



Pentre Awel

Project Partner Lead: Carmarthenshire County Council



Dr Sharon Burford
Project Manager

Activities Completed

- Cabinet and Full Council unanimous approval to delegate to SRO authority to proceed to construction on confirmation of affordability.
- Continuation of pre-construction activities for Zone 1, including achieving a Guaranteed Maximum Price.
- Ecology and Ground/Site Investigation work on site in support of Zone 1.
- Completion of Stage 3 design reviews for Zone 1 completed and Stage 4 to commence.
- Heads of terms in draft with three tenants covering c.4000sqm in total these include designs of their individual areas.
- Innovation and business development activities progressed with health and academic partners including National links.
- Discussion with Elite Sport.
- Networking event with Digital Transformation Innovation Institute.
- Inaugural Community Benefits stakeholder meeting held with multi stakeholder representation.
- Policy approved to assess if Third sector groups can be included within Pentre Awel.
- Stage 1 design for Zone 3 completed.

Activities Planned

- Submission of Reserve Matters Application, SAB application and discharging pre-commencement planning conditions for Zone 1 March.
- Meet the Buyer confirmed 30th March at Parc Y Scarlets. Flyer/notice circulated via local and regional framework, local press and social media including LinkedIn.
- Development of whole operating model including catering.
- RIBA Stage 2 and 3 design development of Zone 3 (assisted living) including submission of Reserve Matters Application for that phase.
- Gateway 2 review with Department for International Trade
- Further develop Hub and Spoke proposals.
- Discussions re curriculum development in allied health professions.
- Potential to expand Schools Engagement underway to promote widening access under discussion within the Authority.



Risks

- Zone 1 not delivered to programme and budget.
Mitigation - Bouygues UK appointed; Construction Board established; stakeholders engaged to review designs; technical working groups underway; Gleeds and Arup providing design adjudication, cost consultancy, NEC3 PM and supervisor roles
- Failure to maximise whole system benefits.
Mitigation – workstream groups (incl. education, health, research and leisure; Community Benefits Group formed to monitor and facilitate Bouygues Community Benefits Programme



Digital Infrastructure



Gareth Jones
Programme Manager

Programme Partner Lead: Carmarthenshire County Council



Risks

Activities Completed

Regional Digital Funding Agreement approved by Digital Board

Job profiles for 2 x LA embedded resources approved

Contractors appointed to install IoT gateways funded through WG and SBCD Digital Infrastructure Programme

Activities Planned

Regional collaboration agreements agreed by Digital Board.

Finalise site lists for regional hub–site procurements

Attend UK5G Showcase in Birmingham to promote regional opportunities

Continue to lobby for, support and facilitate ongoing public and private sector investment in Digital Infrastructure

Commence recruitment of two specific LA embedded resources to support and enable local delivery

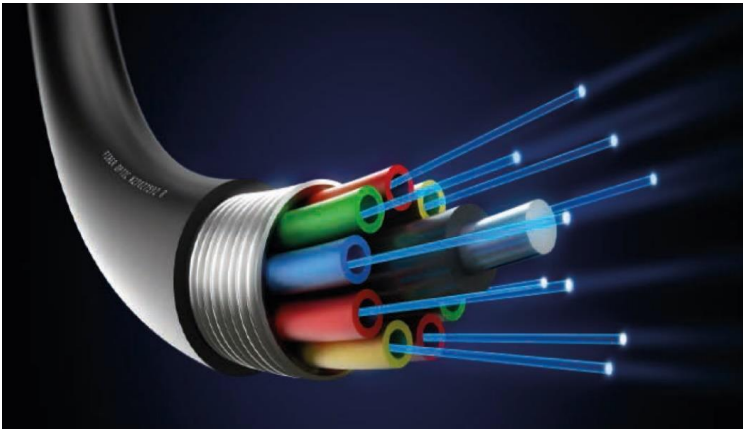
Recruitment of Project Coordinator to Central Digital Team

Delay in recruitment of local human resources allocated to the programme. Job profiles and primary funding agreements have now been approved by Board. Collaboration agreements including schedules detailing human resource requirements drafted and shared with local lawyers for comment ahead of formal submission to Board

Visibility of commercial investment plans across the Region. Continued engagement with fibre and mobile infrastructure providers to establish plans for infrastructure investment in the region. Ongoing lobbying of both UKG and WG for further clarity on plans and timescales for roll out of digital infrastructure projects including GIS and Project Gigabit and for early sight of results of the OMR and clarity on USO

Issues

Limits on internal resources to support the Programme and it's individual Projects due to Covid response and their own competing priorities are highlighted and compounded by the continued lack of endorsed Regional funding and collaboration agreements and associated delayed recruitment of additional local resources.



T0084

Supporting Innovation & Low Carbon Growth



Dr Brett Suddell
Programme Manager

Project Partner Lead: Neath Port Talbot Council



February, 2022

Activities Completed

SILCG Programme Manager appointed and in post from 10th March 2022

SWITCH NPT/Swansea University Working Group meeting held to progress Design & Build specification and regular catch ups on a fortnightly basis

Technology Centre working group meeting held on a monthly basis

SILCG Programme Board met end of January

Met with Industry Wales to progress links with industry

Attended skills solution group meeting on 10th February representing SILCG

Commissioned and completed videos on SILCG and HAPS for the Swansea Bay City Deal showcase event

Team attended the Swansea Bay City Deal showcase event with promotional material

On-going engagement with industry, academia and government

Activities Planned

SWITCH SLA / MoU and Lease Agreement to be finalised and signed (ongoing negotiations)

Technical Advisory Group to be established now
Programme Manager is in post

SILCG Programme Board to next meet on 30th March

Advanced Manufacturing Production Facility – private sector engagement to develop specification

Property Development Fund - to agree launch date (spring 2022)

On-going engagement with industry, academia and government

Establish wider communications internally within SBCD in order for all projects to be fully informed on progress based on feedback at recent meetings

Delivery plans to be revised and updated



Risks

TAN 15 – Updated TAN may have potential implications for the location of some assets and wider implications not yet known

Issues

To ensure SILCG specialist facilities meet the needs and demands of the decarbonisation agenda – on-going consultation with government, industry and academia. Technical Advisory Group to review specification prior to tender exercise.



Homes as Power Stations

Project Partner Lead: Neath Port Talbot Council



Oonagh Gavigan
Project Manager

Activities Completed

Primary Funding Agreement between Carmarthenshire and Neath Port Talbot CBC now signed.

Finalised collaborative Financial Agreement to enable dissemination of funding between NPT (lead) and partner authorities.

Continuing introduction meetings with LA and RSL colleagues across the region.

Commissioned HAPS video compilation

Attended

- Investing in Skills for a Net Zero Future
- Green Infrastructure Training / Workshop
- Devolve to Evolve : What role should communities play in decarbonising homes
- Decarbonisation Masterclass : Buildings
- NEA Cymru Work Shop :Welsh Government's next Warm Homes Programme

Activities Planned

Gain approval of proposed membership for HAPS Skills Group and draft Terms of Reference via Project Board.

Gain approval of proposed membership for Technical Advisory Group and draft Terms of Reference via Project Board.

Complete draft Financial Incentives Fund application form, technical advice and scoring criteria for discussion and input at Project Board.

Complete draft Monitoring and Evaluation Specification for discussion and approval at Project Board.

Continue discussions to ensure a breadth of attendees and input into the pending Lessons Learned Group.

Continue to attend conferences and webinars to raise the profile of HAPS and seek opportunities for integration.



Risks

Cost increases and supply issues in relation to technologies.

TAN 15 – Updated TAN may have potential implications for the location of some assets and wider implications not yet known

Ensure alignment to other energy efficiency in housing programmes. This is in progress with on-going engagement.

Issues



Skills and Talent

Samantha Cutlan
Programme Manager

Project Partner Lead: Carmarthenshire County Council



Activities Completed

Skills Barometer presented to RSLP Board 23 February.

Skills and Talent Programme launched at Showcase Event 3rd March.

Skills Solution group now ready to start accepting pilot applications.

Working with Schools on ideas for pilot projects to develop Career Pathways.

Activities Planned

Planning and preparation taking place for school engagement events to take place in Autumn term to highlight opportunities through the City Deal.

Engagement Event Planned 17 March at Swansea Arena.

Receipt of Pilot project Applications.

Risks

Lack of staff resources to deliver the programme could have consequences of the timescale of delivery of key skills required by the other 8 City deal projects. To be monitored and moving forward appointment via Agency if required.

Issues

Impact of Covid-19 on the training landscape and the changing needs of businesses as a result of the pandemic could result in the need to identify new ways of upskilling individuals. These issues will be identified within the pilot projects developed.



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SBCD Campuses

Project Partner Lead: Swansea University



Tony Harris
Project Manager

Activities Completed

Project management and stage plans developed.

9 Workstreams mobilised and related work package team meetings set up.

4 eRegion event and stakeholder engagement

SBCD Portfolio showcase event completed.

Portfolio and Project Marketing and engagement plans approved

Activities Planned

Focus group set up regarding Singleton innovation centre.

Work commences with Education workstream planning a critical path for programme development.

Continued engagement meeting with D.I.T. around future investment opportunities.

Morrison Management Centre (MMC) initial design work to progress with client requirements captured.

Continued work in relation to the funding agreement.

Stakeholder engagement activity

Retrospective (Lessons learnt) workshop set up regarding similar projects



Risks

Student income benefit under threat of not achieving 2022 (5 year) target due to programme development and delays, workstream established to plan mitigating actions.

The potential for further increase in construction costs has raised a number of related risks such as material availability and affordability.

Issues

Delays in receipt of the draft funding agreement may have an effect on the Morrison management centre refurbishment timeline, as a secondary agreement needs to be produced between SU and SBUHB before work begins.





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BAE ABERTAWE
SWANSEA BAY
City Deal

Monthly Highlight Report

February 2022



Business Engagement



Peter Austin
Business Engagement
Manager

SBCD Portfolio Office December- February 2021/22



Activities Completed

Activities

- Delivered CEW/CECA construction costs workshop to PLs and CD/GD reps
- Received demo of REMO event software as a digital contingency for Showcase event
- Received demo of Beauhurst business investment software
- Contributed to UK Gov major regional assets survey

Attendances:

- Attended WG Gateway training session
- Planning meetings for 4theRegion Swansea City Centre event
- Blockchain Challenge - Blockchain Connected

Meetings

- David Kieft & WG re UNITED Cities initiative
- Steve Hickson – Liquitherm
- Mark Whitby – CITB
- Jayne Brewer – 2bEnterprising
- Arwel Morgan – Havren Ventures
- David Birch – Chambers Wales
- Nick Jones – Gensler
- Sarah Smith/Andy Morris- Dev Bank re Beauhurst
- Wales Coop – re-event panel

Activities Planned/Ongoing

Current

- Working with CECA and CEW to follow-up from construction costs workshop with PLs/SROs
- Planning for Portfolio Showcase event in 2022
- Planning for participation in Swansea City Conference 2022 with 4theRegion
- Developing proposal for Business News Wales marketing support
- Business Engagement support for programmes and projects
- Facilitating meetings for smart cities initiative

Ongoing

- Coordinating ESB meetings with Hollie & Chris Foxall
- Monitoring Portfolio procurement pipeline
- Managing SBCD LinkedIn account
- Developing portfolio forward plan
- Attendance at CEIC steering group meetings
- Meetings with WG RMT
- Developing joint work programme SBCD & Wales Co-op



Risks

Ongoing alignment of Regional Strategy development to development of E&I framework leading to lack of coordinated approach to engagement and investment across portfolio

Projects adopting silo approach to business engagement

Potential cost increases during construction phases of projects

Issues

none



Communications and Marketing



Heidi Harries
Communications
and Marketing Officer

SBCD Portfolio Office January - February 2021/22

Activities Completed

Activities:

- Marketing and Communications Plan V5
- Co-ordinated Ministerial visit by David T C Davies to Campuses (Swansea University)
- Create template and complete bios for key people attending the Minister visit
- PR and social media updates for the Minister Visit
- City Deal briefing packs for the Minister Visit
- Minister briefing packs for the Showcase Event
- Organising pens and lanyards for the Showcase Event

Attendances:

- Attended WG Gateway training session
- Planning meetings for 4theRegion Event
- Visit to Parc Y Scarlets to assess venue for the Showcase Event
- Swansea Bay University Health Board Comms team introduction



Activities Planned/Ongoing

Current:

- Working with PM on a list of key milestones that should be included in PR
- Working with PMs to establish communication groups
- Planning for Portfolio Showcase Event in 2022
- Marketing collateral for the Showcase Event including banner stands and brochures
- Planning for participation in Swansea City Conference 2022 with 4theRegion
- Developing proposal for Business News Wales marketing support
- PR on All Programmes and Projects in Delivery

Ongoing:

- Meetings with UK Gov and Welsh Gov representatives
- Identifying PR opportunities
- Updating and monitoring the SBCD website
- Updating and monitoring the SBCD social accounts
- Roll out Marketing and Communications plans to a project and programme level

Risks

Increases in construction costs may have implications to overall project budgets/timelines/quality which may create variance from the figures that the press have already publicised.

Issues

None



Pembroke Dock Marine



Steve Edwards
Commercial Director
Port of Milford Haven

Project Partner Lead: Pembroke Dock Marine Board



Activities Completed

PDI:

- Approval of the PCC Planning reserved matters and discharge conditions for Phase 1 received.
- Marine license variation for workboat pontoons approved/issued by NRW

META:

- Deployment of SELKIE turbulence testing tool developed by Swansea University (right)
- Marine Energy Wales Quarterly Working Group Meeting

MEECE

- Team recruitment. 2 new people employed (new innovation manager and procurement person replacement)
- Collaboration agreement with Universities progressing

PDZ:

- Team recruitment (3FTE by mid-March)
- Project definition phase complete
- Stakeholder questionnaire
- Grid application process started
- Procurement underway



Turbulence testing tool launched at a META site

Activities Planned

Partners attending SBCD portfolio showcase 3rd March.

Marine Energy Wales conference has been confirmed for 22nd and 23rd March 2022.

PDM Program Board Terms of Reference being revised following feedback from Partners.

Risks

Further material costs increases presenting a risk to deliver IP1 to budget.

PDI Lot 1 Construction Programme end date (see below)

Floating Offshore Wind requirements presenting significant opportunity but further intervention in transmission infrastructure and multiple regional ports needed in order to connect the projects to the UK energy system & compete with European ports to capture benefit.

Mitigations – Ongoing dialogue with contract partners and funding bodies. Early collaboration discussions with Regional Ports ongoing

Issues

Capital cost increase PDI project budget. Further phases are at different stages in the PDI development plan but MHPA continue to work to inform options to mitigate (IP1)

Ensuring appropriate level of project and program governance / reporting is established to maintain the projects value to the SBCD whilst ensuring the project remains delivery and impact focused.

PDI Lot 1 ECI design stage prolongation will result in delayed start to Lot 1 Slipway/workboat pontoons and extended completion dates

Pentre Awel

Project Partner Lead: Carmarthenshire County Council



Dr Sharon Burford
Project Manager

Activities Completed

- Continuation of pre-construction activities for Zone 1, including further design development and preparation of a Guaranteed Maximum Price
- Dialogue undertaken with tenants to confirm the designs of their areas. These have been incorporated into Heads of Terms.
- Heads of terms in draft with three tenants covering c.4000sqm in total.
- RIBA Stage 1 design development of Zone 3
- Project Team strengthened with internal and external appointments, including a joint post with Cardiff University
- Innovation and business development activities progressed with academic partners including National links
- Bouygues have submitted their Community Benefits Plan. Currently under review by internal group. First stakeholder meeting planned 4th March
- Welsh language action plan under development
- Policy developed to assess if Third sector groups can be included within the Council areas of Pentre Awel. For this to happen they have to meet certain criteria, outlined within the policy.
- Schools Engagement work underway to promote widening access.

Activities Planned

- Submission of Reserve Matters Application, SAB application and discharging pre-commencement planning conditions for Zone 1
- Review of catering model for Zone 1 and whole site provision
- RIBA Stage 2 and 3 design development of Zone 3 (assisted living and expansion business centre), including submission of Reserve Matters Application for that phase.
- Gateway 2 review with Department for International Trade
- Further develop Hub and Spoke proposals.
- Discussions re curriculum development in allied health professions.
- Working with Bouygues to arrange Meet the Buyer events at a local venue – early April 2022 targeted



Risks

- Zone 1 not delivered to programme and budget.
Mitigation - Bouygues UK appointed; Construction Board established; stakeholders engaged to review designs; technical working groups underway; Gleeds and Arup providing design adjudication, cost consultancy, NEC3 PM and supervisor roles
- Failure to maximise whole system benefits.
Mitigation – workstream groups (incl. education, health, research and leisure; Community Benefits Group formed to monitor and facilitate Bouygues Community Benefits Programme



Yr Egin – February 2022



Project Partner Lead: UWTSD



Activities Completed

Following the completion of the creative sector analysis for Phase 2 UWTSD has been developing an appropriate delivery strategy based around the sector analysis, the SBCD aims and objectives and the strategic aspirations of the University.

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Activities Planned

Egin Phase 1 now considered complete, University moving on with IAAP to develop Egin Phase 2. University senior internal team has mobilised and will now work on development of Egin Phase 2. University is engaging with expert consultancy support.

Development of Egin Phase 2 operational model has commenced with an assessment of industry need and will be built around a service delivery model.

University engaging with SBCD to describe new model of delivery through different elements. Change request process programmed to start beginning of March 2022.



Risks

Effect of Covid-19 on the Welsh/UK/global economies and the creative sector, and the implications for future level and nature of demand for Yr Egin

Potential change to current business case due to outcomes of Egin Phase 2 operational model

Issues

Implications of the recently announced Welsh Government strategy to achieve much increased levels of permanent remote working post Covid-19 and to develop a network of local, community-based working hubs



Supporting Innovation & Low Carbon Growth



Lisa Willis
Programme Lead

Project Partner Lead: Neath Port Talbot Council



Activities Completed

SILCG Programme Manager recruitment process commenced

SWITCH NPT/Swansea University Working Group meeting held to progress Design & Build specification and regular catch ups

Attended Technology Enabled Manufacturing And Service Campus proposal (TEMASC) stakeholder event to ensure alignment to Advanced Manufacturing Production Facility

Bay Technology Centre working group meeting held

Agreed Primary Funding Agreements between CCC and NPT

SILCG Programme financial profile review

SILCG Programme Board met in January

Met with WG Assurance Team to plan next Assurance reviews for SILCG Programme

On-going engagement with industry, academia and government

Activities Planned

SILCG Programme Manager interviews and appointment

SWITCH SLA / MoU and Lease Agreement to be finalised and signed

Technical Advisory Group to be established

SILCG Programme Board to next meet in February

Advanced Manufacturing Production Facility – private sector engagement to develop specification

Property Development Fund.- to agree scheme guidance and advertise at Showcase Event

Prepare information for City Deal Showcase Event

On-going engagement with industry, academia and government



Risks

TAN 15 – Updated TAN may have potential implications for the location of some assets and wider implications not yet known

Issues

To ensure SILCG specialist facilities meet the needs and demands of the decarbonisation agenda – on-going consultation with government, industry and academia. Technical Advisory Group to review specification prior to tender exercise.



Swansea City & Waterfront Digital District

Project Partner Lead: City & County of Swansea

Activities Completed

Arena

LED user guide being finalised.
Arena internal finishers and M & E by ATG including equipment instalment.

71/72 Kingsway

Construction programme began Nov 2021.
Planning commenced.

Innovation Matrix

Change request submitted and approved by joint committee.

Activities Planned

Arena

Practical completion Q1 2022 working with ATG to align the events to take place ahead of the first act..
Agree terms and conclude the agreement with commercial tenants.
Hotel – Meetings planned to discuss delivery options.

71/72 Kingsway.

Comms plan to be finalised.
Construction continues.
Further detailed letting/operator discussions continue for 71/72 The Kingsway

Innovation Matrix

Pre application discussions on planning ongoing
Funding agreement agreed between CCoS and UWTSD
Design development (RIBA 3) almost complete – operational model in progress
Innovation Matrix industry event hosted and was very successful



Arena - from the East



Huw Mowbray
Project Manager

Risks

Effect of Covid-19 and Material shortage on construction, including programme slowdown and impact on costs

Effect of Covid-19 upon level and type of commercial demand for 71/72 Kingsway, Box Village and Innovation Precinct–
Hotel: difficulties in funding are impacting delivery timescales.
TAN15 may impact the Innovation Matrix.

Issues

Impacts of Covid and effects on redevelopment including timescales, costs and occupier demand.



Digital Infrastructure



Gareth Jones
Programme Manager

Programme Partner Lead: Carmarthenshire County Council



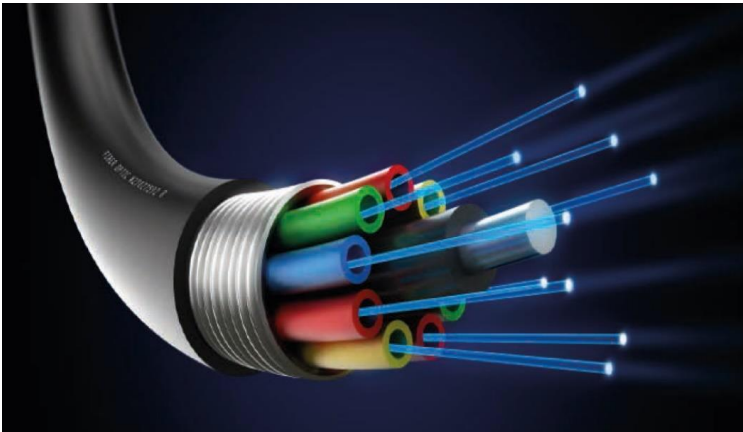
Activities Completed

Awarded WG funding to deploy an Internet of Things (IoT) Innovation Network across the region hosted by LA's. Installation ongoing.

Lobbying, support and facilitation of significant public and private sector regional investment in Digital Infrastructure including announcements from Ogi & Openreach.

Invited to participate in UK National DCIA Early adopter Group to share and disseminate best practice on barrier busting and digital solutions for Infrastructure deployment

Appointment of contractor to develop Regional Digital Strategy for Swansea Bay City Region



Activities Planned

Regional Digital funding agreements agreed by Digital Board.

Finalise site lists for regional hub-site procurements

Develop shared plan for marketing and promoting new IoT Innovation Network when all installations complete.

Continue to lobby for, support and facilitate ongoing public and private sector investment in Digital Infrastructure

Recruitment of two specific LA embedded resources to support and enable local delivery

Update project milestones and financial re-profile to reflect current position



Risks

Delay in recruitment of local human resources allocated to the programme . Job descriptions drafted and circulated to Board members, Job evaluation completed by lead organisation. Collaboration agreement and primary funding agreement including schedules detailing human resource requirements drafted and shared with local lawyers for comment ahead of formal submission to Board

Visibility of commercial investment plans across the Region. . continued engagement with fibre and mobile infrastructure providers to establish plans for infrastructure investment in the region. Ongoing lobbying of both UKG and WG for further clarity on plans and timescales for roll out of digital infrastructure projects including GIS and Project Gigabit and for early sight of results of the OMR and clarity on USO

Issues

Limits on internal resources to support the Programme and it's individual Projects due to Covid response and their own competing priorities are highlighted and compounded by the continued lack of endorsed Regional funding and collaboration agreements and associated delayed recruitment of additional local resources.

Homes as Power Stations

Project Partner Lead: Neath Port Talbot Council



Oonagh Gavigan
Project Manager

Activities Completed

Finalised Primary Funding Agreement between Carmarthenshire and Neath Port Talbot CBC.

Finalised collaborative Financial Agreement to enable dissemination of funding between NPT (lead) and partner authorities.

Introduction meeting held with WG Innovative Programme Manager to discuss future partnership opportunities.

Introduction meetings held with LA and RSL colleagues across the region.

Attended

BEIS Heat Pump Ready Funding Webinar

WG Assurance Planning Meeting



Activities Planned

Gain approval of proposed membership for HAPS Skills Group and draft Terms of Reference via Project Board.

Gain approval of proposed membership for Technical Advisory Group and draft Terms of Reference via Project Board.

Complete draft Financial Incentives Fund application form, technical advice and scoring criteria for discussion and input at Project Board.

Raise profile of project and funding opportunities via the City Deal Event on 3rd March.

Complete draft Monitoring and Evaluation Specification for discussion and approval at Project Board.

Continue discussions to ensure a breadth of attendees and input into the pending Lessons Learned Group.

Continue to attend conferences and webinars to raise the profile of HAPS and seek opportunities for integration.



Risks

Cost increases and supply issues in relation to technologies.

TAN 15 – Updated TAN may have potential implications for the location of some assets and wider implications not yet known

Ensure alignment to other energy efficiency in housing programmes. This is in progress with on-going engagement.

Issues



Skills and Talent

Sam Cutlan
Programme Manager

Project Partner Lead: Carmarthenshire County Council



Activities Completed

Skills Solution Group established and protocols set up for the funding of the skills pilot projects.

Skills Barometer presented to the Skills Solution Group.

Discussions ongoing with the 8 City deal projects on key skills requirements and any urgent upskilling requirements.

Working with Schools on ideas for pilot projects to develop Career Pathways.



Activities Planned

Skills Barometer to be presented to RSLP Board 23 February.

Skills Solution Group to work on timelines to start receiving pilot project applications.

Launch Event being planned for 3 March.

Working with Schools across the region to highlight opportunities through the City Deal.



Risks

Lack of staff resources to deliver the programme could have consequences of the timescale of delivery of key skills required by the other 8 City deal projects.

Issues

Impact of Covid-19 on the training landscape and the changing needs of businesses as a result of the pandemic could result in the need to identify new ways of upskilling individuals. These issues will be identified within the pilot projects developed.



Mae'r dudalen hon yn fwiadol wag

SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 5th July 2022

<p align="center">Joint Committee Proviion of Documentation</p>
<p>RECOMMENDATIONS/KEY DECISIONS</p> <p>To inform Joint Scrutiny Committee of the future provision of documentation to the Joint Committee and Joint Scrutiny Committee</p>
<p>REASONS</p> <p>1. Introduction</p> <p>1.1 During the last two years the SBCD has received positive feedback and recommendations for external assurance (gateway reviews) and internal audits at a Portfolio level. These include a Green (Substantial) internal audit rating and a Green/Amber Gateway 0 review rating.</p> <p>1.2 It has however been noted that the Portfolio Management Office (PoMO) should provide key information in a concise and clear format to ensure that key stakeholders can clearly understand the status and progress of the Portfolio and its constituent Programmes and Projects. This will also support the SBCD governance boards to make timely and informed decisions.</p> <p>1.3 To support the solution to provide robust and timely information, the PoMO will be implementing a Project Management software solution to assist with consistency, continuity and time saving across the portfolio. All stakeholders are in agreement that this software will be highly beneficial for all partners, and it is anticipated this can be implemented shortly.</p> <p>1.4 An interim dashboard has been developed, in consultation with project/programme leads and Programme (Portfolio) Board. The Project Management software will further enhance the information shared with stakeholders to rationalisation of lengthy documentation from the current reporting suite.</p> <p>1.5 All projects and programmes will continue to provide the information required on a monthly and quarterly basis and will be readily available to relevant stakeholders on request.</p>

2. Background

It is proposed that the monitoring documentation below is provided to all governance boards of the SBCD, including Joint Committee and Joint Scrutiny Committee.

- Monthly highlight report
- Quarterly monitoring report
 - Dashboard
 - Summary of Key points from Quarterly Monitoring (in similar format to Monitoring Report)
 - Risk Register - Only Red and New risks
 - Issues Log - Only Red issues or issues where intervention is required.
 - Financial Monitoring
 - IAAP summary
 - COVID 19 Impact Assessment Summary
 - Construction Impact Assessment Summary
- Annual performance and monitoring report

Endorsed by Programme (Portfolio) Board on 31st May 2022

Endorsed by Joint Committee 23rd June 2022

OFFICER CONTACT

Name:
Jon Burnes

Email: jburnes@carmarthenshire.gov.uk

Swansea Bay City Region Joint Scrutiny Committee

(All starting 2pm unless otherwise stated)

Meeting Date	Agenda Item	Contact Officer
2022		
5 th July	Terms of Reference	Mike Shaw
	Swansea Bay City Deal Quarterly Reports / Highlight Report	Jonathan Burnes & Amanda Burns
	Joint Committee Provision of Documentation	Jonathan Burnes & Amanda Burns
	Forward Work Programme	Cliona May
6 th Sept		
6 th Dec		
2023		
20 th Jan		
29 th Feb		
2 nd May		

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Eitem yr Agenda7

Mae'r dudalen hon yn fwiadol wag