



CYD-BWYLLGOR CRAFFU DINAS-RANBARTH BAE ABERTAWE

11.00 AM DYDD IAU, 25 GORFFENNAF 2024

***CYFARFOD AML-LEOLIAD – MICROSOFT TEAMS AC YSTAFELL
GYNADLEDDA'R CABINET***

Rhaid gosod pob ffôn symudol ar y modd distaw ar gyfer parhad y cyfarfod

Gellir ffilmio'r cyfarfod hwn i'w ddarlledu'n fyw neu'n ddiweddarach drwy wefan y cyngor. Drwy gymryd rhan, rydych yn cytuno i gael eich ffilmio ac i'r delweddau a'r recordiadau sain hynny gael eu defnyddio at ddibenion gweddarlledu a/neu hyfforddiant o bosib.

1. Penodi Cadeirydd ac Is-gadeirydd
Penodi Cadeirydd ac Is-gadeirydd ar gyfer gweddill blwyddyn ddinesig 2024/25.
2. Cyhoeddiadau'r Cadeirydd
3. Datganiadau o fuddiannau
4. Cofnodion y cyfarfod blaenorol (*Tudalennau 5 - 24*)
Cymeradwyo cofnodion y cyfarfodydd a gynhaliwyd ar 13/02/24 a 16/04/24 fel cofnod cywir o'r gweithrediadau.
5. Archwilio Cymru - Asesiad Sicrwydd a Risg (*Tudalennau 25 - 68*)
6. Adroddiad Archwilio Mewnol (*Tudalennau 69 - 80*)
7. Diweddariad ar gynnydd Cartrefi fel Gorsafoedd Pŵer (*Tudalennau 81 - 102*)
8. Monitro Portffolio Chwarterol Bargaen Ddinesig Bae Abertawe (*Tudalennau 103 - 166*)

9. Fframwaith Gwerthuso Bargaen Ddinesig Bae Abertawe
(*Tudalennau 167 - 186*)
10. Blaenraglen Waith 2024/25 (*Tudalennau 187 - 192*)
11. Eitemau brys
Unrhyw eitemau brys yn ôl disgrisiwn y Cadeirydd yn unol ag
Adran 100B(6)(b) o Ddeddf Llywodraeth Leol 1972 (fel y'i
diwygiwyd)

K.Jones
Prif Weithredwr

Canolfan Ddinesig
Port Talbot

18 Gorffennaf 2024

Aelodaeth y Pwyllgor:

Cadeirydd:

Is-gadeirydd: **Y Cynghorydd T.Bowen**

Cynghorwyr: B. Hall, S.Yelland, M.Bowen, D.Cundy,
G.Morgan, R.Sparks, J.Curtice, V.Holland,
C.Holley, A.Dacey a/ac R.W.Wood

Nodiadau:

- (1) *Os yw aelodau'r pwyllgor neu'r rhai nad ydynt yn aelodau'r pwyllgor am gynnig eitemau perthnasol i'w cynnwys ar yr agenda cyn cyfarfodydd y dyfodol, rhaid iddynt roi gwybod i'r Prif Weithredwr/Cadeirydd 8 niwrnod cyn y cyfarfod.*
- (2) *Os yw'r rhai nad ydynt yn aelodau'r pwyllgor am fod yn bresennol ar gyfer eitem o ddiddordeb, mae'n rhaid rhoi rhybudd ymlaen llaw (erbyn 12 hanner dydd ar y diwrnod cyn y cyfarfod). Gall y rhai nad*

ydynt yn aelodau'r pwyllgor siarad ond nid oes ganddynt hawl i bleidleisio, cynnig nac eilio unrhyw gynnig.

- (3) Fel arfer, ar gyfer trefniadau cyn craffu, bydd y Cadeirydd yn argymhell eitemau gweithredol sydd ar ddod i'w trafod/herio. Mae hefyd yn agored i aelodau'r pwyllgor ofyn i eitemau gael eu trafod - er y gofynnir i'r aelodau ddewis a dethol yma o ran materion pwysig.*
- (4) Gwahoddir aelodau perthnasol Bwrdd y Cabinet hefyd i fod yn bresennol yn y cyfarfod at ddibenion Craffu/Ymgynghori.*
- (5) Gofynnir i aelodau'r Pwyllgor Craffu ddod â'u papurau ar gyfer Bwrdd y Cabinet i'r cyfarfod.*

Mae'r dudalen hon yn fwriadol wag

Swansea Bay City Region Joint Scrutiny Committee

(Multi-Location Meeting - Council Chamber, Port Talbot & Microsoft Teams)

Members Present:

13 February 2024

Chairperson: Councillor T.Bowen

Vice Chairperson:

Councillors: J.Beynon, G.Morgan, R.Sparks, J.Curtice, A.Dacey and M.Harvey

Officers In Attendance C.Moore, J.Burnes, L.Willis, N.Pearce and T.Rees

1. **Chair's Announcements**

The Chair welcomed everyone to the meeting and confirmed that Democratic Services have received apologies from Cllr C. Holley, Cllr V. Holland, and Cllr S. Yelland.

The Chair thanked officers for organising the site visit on the 26th of January 2024 to Pembroke Dock Marine and advised that members found it informative and helpful in understanding the scale and progress of the project. The chair also made members aware of two 'Meet the City Deal' events coming up in Swansea on the 20th of March and Neath Port Talbot on the 9th of April.

2. **Declarations of Interest**

Cllr Mike Harvey declared an interest in Item 8 as he provides advice on this project as part of his role as a sign of crime officer with South Wales Police.

3. **Minutes of the Previous Meeting**

Minutes of the meeting held on the 04.07.23 and the 24.10.23 were approved as an accurate record of proceedings.

4. **Audit of Accounts Report**

This item was not scrutinised.

5. **Joint Committee Statement of Accounts**

Chris Moore Section 151 Officer presented the report as included in the agenda pack.

Members sought clarification on the total investment package noting that £235 million is the UK funding investment and wanted to know how much has been drawn down so far for the City Bay Deal region and what was left to come.

Officers advised that over 6 years of funding it's been at £23million a year (£138 million in total so far). The funding is over a 15-year period and the mechanism that was originally agreed was that £241 million would be put out across the region. The report states £235 million presently as one project was slightly under at that time of writing, but that will have gone back up to £241 million as the expectation now.

Members were advised that the obligation to each constituent authority or project lead authority would be to upfront the funding of the project as the profiling can only be released across the 15-year period. Officers advised that Welsh Government did start paying a bit more in advance of the 15-year profile and UK Government have looked at reprofiling their funding and have submitted a profile where some of the money can be drawn down more quickly and means it is an advantage for local authorities would need to borrow less.

The report was noted.

6. **Update on GVA for Portfolio Monitoring & Evaluation**

Ian Williams, Swansea Bay City Deal Portfolio Development Manager presented the report as included in the agenda pack.

Members clarified that the abbreviation of SMART means Specific Measurable Realistic Achievable Time based. Officers confirmed this. Members acknowledged that GVA (Gross Value Added) is amorphous and difficult to quantify and understood where the decision had come from.

Members stated that they were disappointed that when the project started, that figures were used and now they can't be quantified. Members wanted to have confirmation on where GVA would be used as they noted that on a business case level it can be used but other areas it can't.

Members also asked what other markers are going to be used to give an overall understanding of how the whole project is doing rather than individual projects as individual projects can't be scrutinised unless members ask specifically, or if they have a presentation on them.

Members stated that the role of scrutiny is to understand the value to the whole of the Swansea area but felt the goal posts have moved.

Officers explained that GVA as a calculation will still be used in the business cases but what the calculation does in the economic appraisal is that it bases it on assumptions and multipliers, this means officers can't evidence and attribute a project and programme intervention directly to GVA. Officers explained that they can talk about the economic impact of a building and used Swansea Arena as an example and explained that they can talk about the economic impact of the direct consequence of having the arena, including the economic impact of it, ticket sales, footfall, support to the all the direct businesses associated with it, in and around the arena. Members were informed that officers would then use an evaluation model to look at any other evidence in the wider impact of the city centre and surrounding areas, for any economic impact. Officers explained however that it wouldn't necessarily be GVA used.

Members were also given the example of Yr Egin where economic assessments around phase one and there are economic impact indicators within that report. Officers explained that having S4C as an anchor tenant within Yr Egin with all the surrounding supply chain and all the companies involved in the building itself will have economic impact directly and indirectly to the supply chains and the surrounding area.

Officers explained that all the economic appraisals will happen once things are operational, but they will also do an economic impact of construction as well. Members were advised that there are approximately 120 different measurements of success indicators that all business cases have identified.

Members were advised that those were economic indicators that they are already using and that while it might not just be at the portfolio level for every single one, just because of the nature of what the what

the project or building may entail officers gave reassurance that they are measuring the economic impact. It's just not attributing GVA to the portfolio.

Members highlighted that on the City Deal website the figures are mentioned of £1.8 billion and that is what officers would consider GVA and then it's subsequently been uplifted £2.3 Billion. Members weren't happy that this information was still being put out, but officers can't verify it.

Officers advised that they can't evidence it directly, but they still estimate that figure and when business cases evolve and if a plan changes of any significance, the economic evaluation would need to be redone but officers haven't done one yet because everything that they planned to do is, in the same direction of travel.

Members were informed that the only project that is different, is floating offshore wind, but an economic appraisal is being done on that new element of the project within the programme and officers will continue to evaluate it and it still is the target, but as officers can't evidence directly attributable to the portfolio. Officers will still monitor GVA, but there are so many moving parts with it that they may find that GVA could go down for the region because it's not just the portfolio that's in play for the region for economic activity. Officers advised that the portfolio would generate economic impact and they will demonstrate that through other indicators.

Members acknowledged the difficulties that the project management board identified in terms of GVA being amorphous and difficult to quantify but members highlighted that using those numbers to promote the city deal activity despite officers saying that it's hard to do that because of other factors and asked that the committee highlight this to the City Deal board as an area of concern. Members also commented that because effectively the scrutiny on this item has been removed with permission, but GVA figures are still being used to promote it.

The chair confirmed he'd like to write to the Swansea Bay City Region Joint Committee Chair to highlight this inconsistency. Members also expressed the view that if economists at Welsh Government and UK Government have looked at GVA and are recommending that it is a flawed measuring tool and to use other methods then the committee should listen to it.

Officers confirmed that WG and UK Government Economist confirmed that advice. Officers advised that GVA can remain as a

headline figure in modelling terms in the economic appraisals, but it's on their advice that it's not possible to evidence to monitor on that level.

Following scrutiny of the item, the Chair resolved to write to the Swansea Bay City Deal Board to highlight the inconsistency that effectively scrutiny of this has been removed (with permission), but GVA figures are still being used to promote City Deal activity. The report was noted.

7. **Supporting Innovation & Low Carbon Growth Programme - Change request to incorporate the National Net Zero Skills Centre of Excellence (Now approved by Government)**

Nicola Pearce Director of Environment & Regeneration Neath Port Talbot County Borough Council gave members a presentation on the Supporting Innovation & Low Carbon Growth Programme including the change request to incorporate the National Net Zero Skills Centre of Excellence as per the report included in the agenda pack.

Members enquired about the hydrogen stimulus programme and what proportion of this whole project is based around that. Members noted that there is only really a market for large vehicles using Hydrogen with only 300 Hydrogen cars in the UK.

Members asked why City Deal funding is being put into hydrogen when it's not it's not working as an alternative apart from for heavily subsidised large vehicles.

Members also asked if officers are encouraging partners to look at overnight tariffs for energy when charging EV's as well with the infrastructure because of the significant savings that organisations can have if they have an overnight tariff.

Members sought clarification on what was meant by the term 'hybrid building' as referred to in the presentation.

Officers advised that the Hydrogen Stimulus Project and the Bay Technology Centre are part of the original 7 projects that were given approval. Members were advised that the Bay Technology Centre facility has been built and it is currently operational and is an energy positive building, meaning that it generates more energy than it requires to operate. Officers advised that it is over 50% let.

Officers explained that the project is connecting the surplus energy to the hydrogen research facility which is within 100 metres of the facility. This spare electricity is being utilised to generate hydrogen.

Members were advised that the project paid for an additional electrolyser within the hydrogen research facility which is operated by the University of South Wales to enable the increased generation of hydrogen. Officers highlighted that it was always envisaged that hydrogen would be utilised within Neath Port Talbot's large freighter fleet and they anticipate that hydrogen is considered to be the future for the larger vehicles such as waste and recycling freighters and there is provision within that hydrogen stimulus project to pay towards one vehicle just demonstrate the effectiveness of that Co-location of Neath Port Talbot's (NPT) fleet with the hydrogen stimulus project.

In relation to EV charging, officers explained that electric vehicles are linked to the smaller pool cars that NPT as an authority and the public's domestic vehicles will be utilising more of going forward. NPT are investing across the region in infrastructure and charging facilities. The market is also providing charging facilities where it makes business sense.

Officers are delivering a project under Supporting Innovation and Low Carbon Growth called 'The Electric Vehicles Charging Infrastructure Route map', which will establish where the 'not spots' of large areas of the region are, where the market will not intervene to install infrastructure as they will not get a return on their investment.

Members were made aware that there are significant numbers of the population that require access to that charging infrastructure and many of these areas have got high density residential developments without off street parking facilities. Officers explained that they are looking at ways they can support people living in those communities who aspire to own an EV.

It was clarified by officers that in relation to hybrid accommodation, officers want to develop the integration of the Net Zero Skills Academy within the advanced manufacturing facility and are going to be co-located within one building. This means that the students in the academy have access to the high technology equipment housed within the advanced manufacturing facility. This will allow students to work on the equipment that they are likely to have access to when they pursue those types of career opportunities. Students wouldn't just be sitting in a classroom and will be

spending time in a manufacturing environment as well. Members were advised that this will give students the best hands on, aligned experience to working in manufacturing that officers can possibly develop for them. That is what is meant by a hybrid facility.

Members noted that the completion of the building is listed as 2027 and hoped that the time scale isn't too tight to be workable as local businesses are concerned that the money or the potential earnings through offshore wind is going to pass them by if we don't act quickly. Members raised concerns of the need to get people trained and into the industry rather than bring people into the area to work and then move back out to the area. Members highlighted the need to replace the important jobs that will be lost to the Tata announcement.

Officers agreed that it is a very tight timescale and that while it is ambitious, they believe that they can do it. Officers explained that they have been working with Welsh government for a significant period to utilise part of the Energy Park which they have recently purchased and there are parts of the energy Park that are still subject to contamination associated with BP chemicals which used to occupy the site. Members were advised that there are parts of the site, where officers have interest that are capable of being developed in the short term and they are working with Welsh Government to secure that land and they are supportive of this project in principle and want it to happen.

Officers noted that it is important given the Tata situation that they need to do everything they can to support the workforce who are potentially at risk of losing their jobs as well as ensuring that the workforce of the future that previously aspired to work in Tata have alternative economic opportunities available for them and alternative job opportunities. They would need to have the skills to access those jobs going forward which officers want to be able to provide them with.

The report was noted.

8. Innovation Matrix & Precinct Update

Ian Walsh (Innovation Matrix SRO) and Geraint Flowers (Innovation Matrix Project Lead) presented an update to members on progress on the Innovation Matrix Project and the outcomes of the recent external Gateway Review.

Members commented that they thought whole project looks good and that they could see that it is comprehensive. Members welcomed the fact that so many partners have signed up before its ready. Members congratulated officers on all the hard work involved and look forward to hearing an update that on Yr Egin Part 2 in in March.

The report was noted.

9. **SBCD Quarterly Reporting Q3 2023/24**

Jonathan Burns Director of the Swansea Bay City Deal gave a summary of the Swansea Bay City Deal Quarterly Monitoring Reports for Quarter 3, covering dashboards, summary of risks and issues and benefits, procurement, pipeline change notifications and the audits of Gateway Assurance review and the internal audit action plan.

Members noted that in previous meetings that an independent review had been mentioned and that it had been discussed in the meeting today that GVA as an overall statistic is not going to be needed and asked if an independent review will go forward and what sort of things will be looked at in terms of reviewing whether the Swansea Bay City Deal overall is a success.

Officers advised that yes, there will be reviews and that there will be evaluations across the portfolio both at project programme level and at portfolio level. The intention was this would happen this coming financial year, but buildings need to be in operation for at least 24 months, if not 2 years depending on what the buildings are to properly evaluate them. Officers can't answer if it will all happen on a particular date or particular year.

Officers explained that Ian Williams is coordinating with all the projects on what will be evaluated, when will it be evaluated and how will it be evaluated. Those three questions will be answered in the evaluation framework officers are developing. Officers haven't agreed with joint committee yet that they will do a portfolio evaluation next financial year or the year after. But as projects progress, Officers will be evaluating at project level and they can share that with the Joint Committee and at Scrutiny Committee level to have a look at what is being evaluated more locally, with individual projects.

Members were advised that these would need to be done at an appropriate time, otherwise officers would be doing evaluations and paying an

excessive amount of money for external views on this. Officers gave reassurance that they are internally monitoring and know that the job numbers are higher than what they are currently, but they must be formally reported.

Officers gave the example that Swansea arena has been in operation for two years and officers haven't put in the operational roles of what the arena has into those numbers. Swansea council may want to look at a wider evaluation, not just the direct jobs because of the arena being there. Officers are working with all partners to identify those, and they hope to bring back through governance is a summary of all the different indicators not just at portfolio level, but the next level down with the projects and programmes across 120 indicators.

The report was noted.

10. **Financial Monitoring Q3 2023/24**

Members did not have any questions on the report.

The report was noted.

11. **Carbon Reduction Assessment of the SBCE Portfolio Report**

Peter Austin Business Engagement Manager made members aware that the Carbon Reduction Assessment of the Swansea Bay City Deal Portfolio Report was a piece of work officers did back in 2022 at the request of the programme Board and was a point in time exercise.

Members were advised that the presentation by Nicola Pearce earlier in the meeting showed that here in 2024 the projects are adapting to the demand and the need for net carbon actions.

The report was noted.

12. **Forward Work Programme 2022/23**

The Members of the Committee noted the Forward Work Programme.

13. **Urgent Items**

There were none.

CHAIRPERSON

Swansea Bay City Region Joint Scrutiny Committee

(Multi-Location Meeting - Council Chamber, Port Talbot & Microsoft Teams)

Members Present:

16 April 2024

Chairperson:

Vice Chairperson: **Councillor T.Bowen**

Councillors: S.Yelland, R.Sparks, V.Holland, C.Holley,
A.Dacey and M.Harvey

Officers In Attendance T.Rees and Burnes, I. Williams, M. Willis, S.
Aldred Jones, S. Edwards and T. Rees

1. **Chair's Announcements**

Democratic Services have received apologies from Cllr J. Beynon, Cllr J. Curtice and Cllr G. Morgan.

2. **Declarations of Interest**

There were none.

3. **Response from the Chair of the Swansea Bay City Region Joint Committee in relation to 'Gross Value Added'**

The Chair introduced the letter. Members did not have any questions.

The letter was noted.

4. **Pembroke Dock Marine Update**

The Steve Edwards, Commercial Director, Milford Haven Port Authority. Gave a presentation to members in relation to the Pembroke Dock Marine Update report. He thanked members who had attended the site visit to Pembroke Dock in January.

The presentation covered the following areas.

- 1) Progress update on the Pembroke Dock Marine project;
- 2) Outcome of the Pembroke Dock Marine Gateway Review, including recommendations and mitigating actions;
- 3) Pembroke Dock Marine business case addendum.
- 4) Change notifications received from the Pembroke Dock Marine project.

The chair and members thanked officers for the site visit to Pembroke Dock and stated that it had been informative and was worthwhile to see what's been developed.

Members noted that the critical stage of the project was the commercialization element and asked how the progress was in terms of trying to get commercial partners involved and specifically with the units if there are any other vacancies?

Members were informed that when officers knew that the assets were coming to completion, they started a networking campaign which included going to Ireland, Europe, and England as well as speaking with all the different developers at conferences showcasing when the assets will be ready.

Officers looked at identification of markets in terms of understanding when fixed offshore wind was commencing in Ireland and used the example for the 'Dublin Array'. Officers noted who was winning those competitions for Dublin Array and marketing those assets directly to those types of organisations.

Officers stated that the outcomes to date have been mixed but it is not going badly for the first year. Officers explained that there is a company who are a boat builder/repair company using the mega slipway. That company now has 67 metres of slipway and with their crane, they are capable of even more room. This is greater than the 20 meters of slipway they had previously.

Officers advised that they have had interest from some wave and tidal developers however the test and demonstration for the 400 megawatts floating offshore wind is paused and none of the developers have gone into the low carbon electricity generation Contracts of Difference (CFD) round. Officers had hoped that it was going to be an immediate opportunity.

Members were informed that some pontoons have been added on the back of the ferry linkspan and the first bookings have come in, with items being birthed up against them this week.

A hydrogen developer is at the draught heads of terms status with officers.

Members were advised that it is a shame that the Floating Offshore Wind Manufacturing Investment Scheme bid was rejected because if had been accepted, an immediate start to work on the other side of the port would have commenced and created an integration facility which probably would then be needed by the, the test and demonstration developers for their anchors change moorings. That element might be a bit further away as a result. Officers are looking to seek alternative financing for that, but their ambition is the same and they are going to work a little bit harder.

Members were informed that the biggest annex attached to the hangar is still available, and currently options for that are being looked at. The two smaller units on that building has one leased and another is almost leased pending contract signatures.

'Booster' has taken the hangar annex on the eastern side of the port meaning there are 3 out of 4 either leased or are going to be leased with one vacant as a minimum.

The report was noted.

5. **Campuses Project Update**

The report Miles Willis, Strategic Development Manager at Swansea University lead delivery partner of the project introduced the report and accompanying PowerPoint presentation to inform members of the progress made and status of the Swansea Bay City Deal Campuses Project. He gave an overview also on how from the sports angle, they link the sporting world with the medical world and the route taken for this is via the technology world linking in with the city deal outputs around regeneration, looking at community involvement and general health of people and linking with businesses such as startups and sports technology.

Members commented that the Ashley Road Playing fields (Swansea) are within the fields of trust as is the King George V playing fields which is part of the Ashley Road Playing fields. Members noted that

the development encompasses all of Ashley Road and asked what the legal process that has happened in relation to the development and these playing fields as they are used for football rugby and cricket and members who represent Swansea haven't had an update on this in their scrutiny committee.

Members also asked about Miles Willis statement in the presentation that the area has got lots of land and it's relatively cheap as opposed to Oxford and Cambridge, members wanted to know what officers meant by that and where did they mean?

Officers explained that the Ashley Road playing Fields are mixed ownership which includes not just Swansea University and Swansea Council but also third parties. Officers explained that within the process they recognised and have no intent to do anything on King George 5th playing fields.

Members were advised that it is held in trust and is badly drained meaning children are unable to play football there. Officers advised that anything that they can do to help with that process they will do and advised that it had suffered for a while due to a lack of investment.

Officers stated that anything they can do around the poor changing facilities while cognizant of its trust status they will.

Officers also explained that this would come out of a piece of work that has been undertaken currently with shared prosperity funding around what can the council and the university in this case do around that whole demise. This is why Miles Willis included King George V playing fields in that as well as the university's own land and the council's land within it.

Miles Willis advised that he was hopeful to allay any fears that they are not building there and have no plans to. but whatever the university can do to help with that community angle they will do their utmost to work with the Council to do that.

In relation to the question on land, Miles Willis advised that in the consultation with the company Archus they identified where the private sector sports and med technology companies are based and how to draw them to the Swansea area. Oxford and Cambridge are in the golden triangle where these companies would want to put

factories but because they can't find locations suitable there as there is no space or cheap enough land available.

Swansea in comparison has plenty of relatively cheap land and used Velindre as an example that if they partner with academic institutions and the commercial partners of them and work with them to tell them to come to the region and look at the sorts of places available. Officers haven't done a land association around there, but they do work with the council to understand where these spots are around, both from mega factory size to small unit.

Miles Willis noted that Baglan Technology Centre that's recently opened as part of the city deal has three companies that are either spin outs of the university or have been incubated within the university. Members were advised that the university does have a role to play in all this and particularly if they work with projects like Tramshed where they are an integral part of it. The university need to acknowledge that more and need to work out how they move these businesses into that next phase from the incubation labs to a factory because that's where the jobs are going to be.

The market Intelligence that officers have had is that sports tech and Med tech companies particularly need to be either embedded in a university or embedded in a hospital that that's the rubbing shoulders with professors and clinicians, that is what officers reacting to that that need.

The Chair asked why this hadn't come through scrutiny yet in Swansea. The Member from Swansea said he would call it in.

The report was noted.

6. **Swansea Bay City Deal Highlight Report.**

Jonathan Burnes, Director, Swansea Bay City Deal introduced the report to update members on the programmes and projects progress that formed part of the Swansea Bay City Deal Portfolio.

The Chair commented that he had attended the 'Meet the City Deal' event and felt that it was worth attending for any new businesses and was a big eye opener to what is out there for businesses which a lot of them would never have known about if this wasn't put in place.

The chair also commented that the Homes as Power Stations visit in Aberavon was interesting to see what is going on and hoped that there would be a lot more of these building built for people to benefit from.

Officers commented that more site visits could be arranged as the other buildings in projects such as the Matrix, Pentre Awel, and the Kingsway come online.

The report was noted.

7. Construction Impact Assessment Summary

Jon Burnes introduced the report to members of the committee.

Members noted in the report that the £43 million gap has been reduced to £12.75million on the mitigations and noted that the effect of inflation has been quite severe. Members asked how confident officers were of the £12.75 million gap across the whole of the projects being accurate.

Officers advised that these are estimates currently and it is a fluid situation which is why the report is updated monthly. Officers believe that the gap will only go up because there are still procurements to come on board and costs to be estimated for further planned procurements.

Members were advised that it is unlikely that there would be a significant reduction in construction costs and inflation in the next 2 years. Officers advised they need to manage and mitigate and reduce the gap as much as possible. They are confident that it is as accurate as it can be at this stage.

Officers explained that Pembroke Dock Marine, Supporting Innovation & Low Carbon Growth, Yr Egin and Digital Infrastructure are the four projects that make up that £12.75 million gap.

Members were also advised that when more procurements come on board, the gap could increase and some of the business cases were developed several years ago.

Members had questions relating to Yr Egin phase 2 and how the report talks about the revised delivery model, noting the new proposed provision of a virtual production facility in Carmarthen campus. Members wanted an explanation of why if it is a new or revamped project that was going to cost £10.3 million originally, that

the current estimate is for £12.9 million and why they are not being told that it should be done within the original budget of £10.3 million?

Officers explained that even though this idea for Yr Egin has been put forward, it hasn't been approved and a change request would be required and submitted through the SBCD governance groups. The figure reflected their current thinking of what that phase two could cost. Officers also explained that all the projects are governed by the envelope of money that they had from City Deal, but also the contributions from private and public sector. There are also the outputs, (the delivery of a building); and the outcomes, such as jobs, wage uplift, increased land value.

Officers noted that the new Vice Chancellor of the University of Wales Trinity Saint David and the senior management team is considering their future commitments for undertaking capital projects including Yr Egin Phase 2 and the Innovation Precinct in Swansea Waterfront. The business and organisational need for additional infrastructure is also being considered as part of this process.

Members clarified that the 25% increase is just a prediction of what any changes would cost but are not set in stone. Officers confirmed that it is just a delivery solution idea as opposed to something that's been put into practise.

Members also noted that the estimate of the cost was not all directly the City Deal money and was also included other partner funding contributions as part of the overall funding package.

The report was noted.

8. **Swansea Bay City Deal Portfolio Business Case Update.**

Ian Williams, SBCD Portfolio Development Manager gave members an update on the City Deal Portfolio Business Case required for submission to Welsh and UK Governments.

Members asked how robust the business case is still in financial terms.

Officers said that it remains affordable as the business case confirms. However, there are challenges and mitigations ongoing and risks and issues still remain for the delivery programme but at present it remains affordable across all the programmes and projects.

Members asked if the report is a snapshot from months ago. Officers confirmed that it is based on the quartQ3 2023/24 returns.

Members noted that they could get a better update at the next scrutiny meeting where members can ask for affordability issues on the business case.

Officers advised that there are regular financial reports on a quarterly basis. Officers also added that when the business cases were written several years ago, the value to the economy, the value to the lead deliverers, the stakeholders involved and the beneficiaries of it have in a few instances now become higher value today than what it would have been a few years ago for several reasons.

Officers used the examples of from the Supporting Innovation and Low Carbon Growth Programme, specifically the Bay technology Centre and the decarbonisation of steel project (SWITCH). It is likely that they now have a greater economic value than when the business case was developed three years ago. This means that even though costs may increase, the economic return of what those buildings will produce will be higher for the region.

Officers stated that they will have to keep their fingers on the pulse in that sense and officers noted that affordability is the important thing, and they have a mechanism to check that through the quarterly financial monitoring as well as business case updates among others, to make sure that they are still viable and affordable and that they're being delivered as planned.

Members noted that because several business cases were initiated around 2017 society and the business world has completely changed. Members asked how relevant today is the City Deal with what has been produced then to what is here now.

Members also commented that while officers undertake mitigation measures to put projects in a position to get the best benefit out of what is being done, members felt that they needed to understand what the change is within that business case is, they know what is being done.

Officers agreed with this and referenced the change control procedure in place to capture those changes. Officers gave the example that for Pembroke Dock Marine (PDM), Floating Offshore Wind was not part of PDM originally. But the project went through a change control process to incorporate that into it. The envelope of money stayed the same for PDM, but their focus changed and what

would happen then is the return on that is a lot higher than what they originally planned. Officers referenced SWITCH and stated that it is a heightened need within the region because of the situation with Tata Steel.

Officers advised that Yr Egin phase two must make sure that it is viable and that it is aligned to business and the universities need and all projects are going through change control and officers support those projects through that process.

Members stated that there has been a rush to build offices in a hope that we go back to pre-pandemic office usage and were concerned that there is little evidence to prove that it will go back up to that level. Members were glad that officers were investigating and reporting back because those are the ongoing things that will matter after the initial build of all these projects.

Officers agreed that the purpose of the buildings and the type of space that's in them is important and used the example of Yr Egin proving in Phase one that it has been near to full occupancy throughout the whole five years of operation. The Bay Technology Centre has lab space that industry requires and the hanger annexes in PDM are on site where they need to be to work in collaboration with other partners to put technology into the Celtic Sea. Officers stated that there are good drivers for having these premises, but it is about adapting and making sure that what was signed up to a few years ago is still viable and that they adapt and make sure that they change to the business need.

Report was noted.

9. **Change Control Procedure and Thresholds.**

Jonathan Burnes, Director, SBCE presented the report on proposed Change Control Thresholds for the reporting and approval of Change requirements of the associated programmes and projects within the Swansea Bay City Deal and shared the revised Change Control procedure.

Members thank officers for defining what the significant change is.

Members asked who sits on the Change Advisory Board.

Officers explained that the change Advisory Board is a board that officers would instigate if it was required. To date it hasn't been required but the type of people who would sit on it would be,

Jonathan Burns (or people from the portfolio office), there may potentially be somebody from the economic strategy board or programme board, the operational group. Officers advised that it is unlikely to be the joint committee because they are the decision makers in effect, and it would be unlikely to be a project lead delivery organisation because they are the ones who would provide the information that again would be tested and challenged through a Change Advisory Board.

Members were informed that there are not enough change requests coming through at an approval level to necessarily warrant the change advisory board and the ones that they have had through several of those went up to the governments for approval. So there was no point in having a Change Advisory Board in between, but change advisory boards are standard practise for this type of thing.

Members thanked officers for the site visits that have been arranged for Homes as Power Stations site visit and the site visit to Pembroke Dock Marine as they have been very helpful and as members of the committee felt it was good to see so much actually delivered.

Members wished to congratulate officers on the work that's being done.

The report was noted.

10. **Forward Work Programme 2023/24**

The Members of the Committee noted the Forward Work Programme.

11. **Urgent Items**

There were none.

CHAIRPERSON

SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 25th July 2024

Audit Wales - Assurance & Risk Assessment

RECOMMENDATIONS/KEY DECISIONS

To update on the findings of the recent Audit Wales - Assurance & Risk Assessment as at Appendix A and Action Plan as at Appendix B

1. Introduction

- 1.1 The Audit Wales - Assurance & Risk Assessment (Appendix A) has been prepared for the internal use of Swansea Bay City Deal Region Joint Committee as part of work performed in accordance with section 17 of the Public Audit (Wales) Act 2004 (the 2004 Act). The assessment ensures that the SBCR Joint Committee have put in place proper arrangements to secure value for money in the use of their resources.
- 1.2 Audit Wales undertook this review between October 2023 and March 2024.
- 1.3 In this review, Audit Wales assessed the effectiveness of the City Deal's existing programme (portfolio) management arrangements in supporting the effective and efficient delivery of the Swansea Bay City Deal programme (portfolio) going forward.

2. Summary

- 2.1 Audit Wales undertook the review by:
 - Reviewing a sample of Programme (Portfolio) Board and Joint Committee documentation
 - Reviewing a sample of Portfolio Management Office documentation
 - Interviewing the:
 - Chair of Programme (Portfolio) Board
 - City Deal SEC151 Officer
 - Portfolio Management Office Director
 - Chair of the Economic Strategy Board
 - City Deal Deputy Monitoring Officer
 - Holding Focus Groups with the:
 - Leaders of the four local authorities
 - Chief Executives of the four local authorities
 - Regeneration Directors of the four local authorities

- Senior Managers from the two Health Board and two University City Deal partner organisations
- Senior Responsible Officers for the projects/programmes

2.2 The review sought to answer the question: Do the Programme (Portfolio) Management arrangements support the effective and efficient delivery of the City Deal Portfolio?

2.3 Overall, the findings showed Swansea Bay City Deal's current Programme (Portfolio) Management arrangements support clear insight into the portfolio's progress. There is now an opportunity for the Swansea Bay City Deal Joint Committee to formally review those arrangements to ensure they are the right fit for future needs and reflect any changes in its operating environment.

3. Recommendations

3.1 Audit Wales have not developed any specific recommendations as a result of the findings. This report, however, sets out a series of areas which at the time of the fieldwork the City Deal Joint Committee had yet to resolve. Those areas represent areas where the Joint Committee's arrangements did not fully reflect the audit criteria.

3.2 Joint Committee are invited to respond to those areas it had yet to resolve, which are highlighted in Appendix A.

3.3 Audit Wales will then monitor progress against the Joint Committee's response as part of their assurance and risk assessment performance audit work for 2023-24, and future audit years.

Appendices:

Appendix A: Audit Wales - Assurance & Risk Assessment

Appendix B: Action Plan

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Assurance and Risk Assessment – Swansea Bay City Deal Region Joint Committee

Audit year: 2022-2023

Date issued: May 2024

Document reference: 4223A2024

This document has been prepared for the internal use of Swansea Bay City Deal Region Joint Committee as part of work performed in accordance with section 17 of the Public Audit (Wales) Act 2004 (the 2004 Act).

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We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Mae'r ddogfen hon hefyd ar gael yn Gymraeg. This document is also available in Welsh.

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Swansea Bay City Deal's current programme (portfolio) management arrangements support clear insight into the portfolio's progress. There is now an opportunity for the Swansea Bay City Deal Joint Committee to formally review those arrangements to ensure they are the right fit for future needs and reflect any changes in its operating environment.

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Detailed report 9

Partners across the City Deal share a clear understanding of the purpose and intended benefits, whilst recognising the current challenges in delivering the intended outcomes. 9

City Deal partners have provided sufficient resources to support effective programme (portfolio) management to date. The Joint Committee has yet to formally review those resources in light of wider funding pressures and an undecided approach to future regional structures. 10

Swansea Bay City Deal's governance arrangements are currently thorough 11

Swansea Bay City Deal's programme (portfolio) management arrangements are consistently and effectively applied. The Joint Committee needs to assure itself that those arrangements are efficient and maximise the shared learning across all projects. 12

Summary report

Summary

What we reviewed and why

- 1 The Auditor General has a duty under the Public Audit (Wales) Act to assure himself each year that audited bodies, including the Swansea Bay City Deal Region Joint Committee ('the Joint Committee'), have put in place proper arrangements to secure value for money in the use of their resources.
- 2 The Swansea Bay City Deal (the City Deal) involves eight key partner organisations in the Swansea Bay region. The City Deal is led by the four local authorities in the region - Carmarthenshire County Council, Swansea Council, Neath Port Talbot Council and Pembrokeshire County Council - together with four other partners in the region which are the Swansea Bay and Hywel Dda University Health Boards, Swansea University, the University of Wales Trinity Saint David.
- 3 The City Deal is a 15-year investment programme with funding being provided through a number of organisations including the UK and Welsh Governments, the eight partner organisations and private sector investment.
- 4 There are nine City Deal programmes and projects that make up the portfolio¹. Through the delivery of that series of projects, the City Deal aims to boost the regional economy by at least £1.8 billion, while generating more than 9,000 jobs.
- 5 Exhibit 1 below sets out the Swansea Bay City Deal Region's governance structure.

¹ [Source: Swansea Bay City Deal](#)

Exhibit 1 Swansea Bay City Deal Region Governance Structure²



6 The table below sets the membership of each of the groups and their role in the governance structure.

Exhibit 2 Swansea Bay City Deal Region Governance framework membership and roles³

Group	Members	Summary of role
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² Source:Swansea Bay City Deal Portfolio Annual Report 2022-23

³ Source:Swansea Bay City Deal Portfolio Annual Report 2022-23

Joint Committee	<p>Elected leaders of the four local authorities along with senior executive leaders from Swansea Bay and Hywel Dda University Health Boards, Swansea University, the University of Wales Trinity Saint David.</p> <p>The Chair of the Economic Strategy Board is also a Joint Committee member.</p>	<p>Holds the City Deal Programme (Portfolio) Board and City Deal Portfolio Management Office to account and has overall responsibility for delivery of the City Deal.</p>
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Group	Members	Summary of role
Programme (Portfolio) Board	<p>Four local authority Chief Executives and senior representative from the four other partner organisations.</p> <p>Both the UK and Welsh Government are represented on the Programme Board.</p>	<p>Responsible for overseeing the operations of the City Deal.</p> <p>The Programme (Portfolio) Board will review changes to business cases and developments to the portfolio as it progresses. It consists of the head or senior representative of each of the eight partner organisations</p>
Joint Scrutiny Committee	Three elected members from each of the four local authorities.	Provides advice, challenge and support to the Joint Committee
Economic Strategy Board	Six private sector individuals who are appointed through an open recruitment and nomination process	Private sector advisory body which provides strategic direction for the City Deal through advice to the Joint Committee on matters relating to the City Region.

- 7 The Swansea Bay City Deal Portfolio Management Office is responsible for the day-to-day running of the City Deal Portfolio supporting the nine programmes and projects. As part of that support, it implements the programme (portfolio) management approach across the portfolio and coordinates the collation of relevant data.
- 8 The Swansea Bay City Deal Joint Committee is supported by Carmarthenshire Council's Section 151 Officer and Swansea Council's Monitoring Officer as part of the statutory functions of the portfolio.

- 9 In this audit review, we assessed the effectiveness of the City Deal's existing programme (portfolio) management arrangements in supporting the effective and efficient delivery of the Swansea Bay City Deal programme (portfolio) going forward.
- 10 That assessment informs our assessment of risks and assurances to inform our work planning for our future performance audit work of the Swansea Bay City Deal Region Joint Committee in future years.
- 11 We undertook this review between October 2023 to March 2024.

How we undertook the review

- 12 We undertook the review by:
- Reviewing a sample of the Programme (Portfolio) Board and Joint Committee documentation.
 - Reviewing a sample of Portfolio Management Office documentation.
 - Interviewing the:
 - Chair of Programme (Portfolio) Board
 - City Deal Section 151 Officer
 - Portfolio Office Director
 - Chair of the Economic Strategy Board
 - City Deal Deputy Monitoring Officer
 - Holding focus groups with the:
 - Leaders of the four local authorities
 - Chief Executives of the four local authorities
 - Regeneration Directors of the four local authorities
 - Senior Managers from the two Health Board and two University City Deal partner organisations
 - Senior Responsible Officers for the projects/programmes
- 13 We developed the audit questions shown in [appendix one](#). To aid our analysis of the information we gathered during the audit we used the audit criteria which are also shown in [appendix one](#). We developed those audit criteria based on the **National Audit Office's Framework to review programmes**.

Swansea Bay City Deal Region

What we found

- 14 Our review sought to answer the question: **Do the programme (portfolio) management arrangements support the effective and efficient delivery of the City Deal programme?**
- 15 Overall, we found that: **Swansea Bay City Deal's current programme (portfolio) management arrangements support clear insight into the portfolio's**

progress. There is now an opportunity for the Swansea Bay City Deal Joint Committee to formally review those arrangements to ensure they are the right fit for future needs and reflecting any changes in its operating environment.

16 We reached this conclusion because:

- Partners across the City Deal share a clear understanding of the purpose and intended benefits, whilst recognising the current challenges in delivering the intended outcomes.
- Partners across the City Deal have provided sufficient resources to support effective programme (portfolio) management to date. The Joint Committee has yet to formally review those resources in light of wider funding pressures and an undecided approach to future regional structures.
- Swansea Bay City Deal's governance arrangements are currently thorough.
- Swansea Bay City Deal's programme (portfolio) management arrangements are consistently and effectively applied. The Joint Committee needs to assure itself that those arrangements are efficient and maximise the shared learning across all projects.

Recommendations

17 We have not developed any specific recommendations as a result of our findings. This report, however, sets out a series of areas which at the time of our fieldwork the City Deal Joint Committee had yet to resolve. Those areas represent areas where the Joint Committee's arrangements did not fully reflect the audit criteria. 18 We invite the Joint Committee to respond to those areas it had yet to resolve.

19 We will then monitor progress against the Joint Committee's response as part of our assurance and risk assessment performance audit work for 2023-24, and future audit years.

Assurance and Risk Assessment – Swansea Bay City Deal Region Joint

Main report

Swansea Bay City Deal's current programme (portfolio) management arrangements support clear insight into the portfolio's progress. There is

now an opportunity for the Swansea Bay City Deal Joint Committee to formally review those arrangements to ensure they are the right fit for future needs and reflect any changes in its operating environment.

Partners across the City Deal share a clear understanding of the purpose and intended benefits, whilst recognising the current challenges in delivering the intended outcomes.

- 20 We asked the question, do partners ensure that the City Deal has the resources required to support efficient and effective programme (portfolio) management?
- 21 We found that partners across the City Deal share a clear understanding of the purpose and intended benefits, whilst recognising the current challenges in delivering the intended outcomes
- 22 In reaching this conclusion we found:
- Strong alignment between partner organisations' strategic priorities and those of the City Deal.
 - All partners clearly understand the City Deal's purpose and can articulate the intended benefits and outcomes.
 - City Deal outcomes are well-defined.
- 23 At the time of our evidence gathering we found that the City Deal partners had the following areas to resolve:
- Ensuring the alignment between the City Deal, Corporate Joint Committee (CJC) and wider economic strategies and partnerships.
 - Developing a replacement measure for Gross Value Added (GVA) as required by HM Treasury.
 - Achieving the intended outcomes within the constraints of the changing delivery environment.

Swansea Bay City Deal Region

City Deal partners have provided sufficient resources to support effective programme (portfolio) management to date. The Joint Committee has yet to formally review those resources in light of wider funding pressures and an undecided approach to future regional structures.

- 24 We asked the question, do partners ensure that the City Deal has the resources required to support efficient and effective portfolio management?
- 25 We found that City Deal partners have provided sufficient resources to support effective programme (portfolio) management to date. The Joint Committee has yet to formally review those resources in light of wider funding pressures and an undecided approach to future regional structures.
- 26 In reaching this conclusion we found that:
- Sufficient resources have been provided to establish and implement effective portfolio management arrangements.
 - Swansea Bay City Deal's portfolio management arrangements provide clear insight into progress and effectively manage change.
 - The Portfolio Management Office team has access to the necessary support services.
 - The Portfolio Management Office team has the right skills to support and coordinate the projects across the portfolio.
 - Swansea Bay City Deal partners shared a clear view that the Portfolio management arrangements should change when the delivery of the portfolio moves into a different phase.
- 27 At the time of our evidence gathering, we found that the City Deal partners had the following areas to resolve:
- There were differing views across the eight City Deal partners around whether the portfolio has already entered a different phase of delivery across all programmes and projects and the criteria the Joint Committee will use to identify that milestone.
 - Partners had not yet formally reviewed the portfolio management capacity and funding. However, ongoing budget review processes may provide the partners with the opportunity to review the required scale of portfolio management.
 - Managing the potential risk of losing portfolio management staff whose skills may be applied across the region whilst future funding arrangements are resolved.

Swansea Bay City Deal's governance arrangements are currently thorough.

- 28 We asked the question, does the City Deal have effective governance arrangements?
- 29 We found that Swansea Bay City Deal's governance arrangements are currently thorough.
- 30 In reaching this conclusion we found that:
- The Joint Committee and Programme (Portfolio) Board receive timely and accurate reports to aid decision making and challenge.
 - There are regular updates on outcomes, but those outcomes are in the early stages of realisation across the programme (portfolio).
 - The Portfolio Management Office has provided the Joint Committee and Programme Board with a clear understanding of the impact of increasing construction costs.
 - The Joint Committee and Programme (Portfolio) Board engage positively with relevant oversight bodies and respond effectively to their recommendations.
 - The City Deal's risk management arrangements allow it to identify, mitigate and monitor risks effectively at all levels from project to portfolio level.
- 31 At the time of our evidence gathering we found that the City Deal partners had the following areas to resolve:
- There were differing views among the City Deal partners of the need to retain the thoroughness of the governance arrangements which have been used to establish the City Deal programme (portfolio) and bring projects into delivery. City Deal partners had not agreed the extent to which they will retain the same level of governance arrangements as the programme (portfolio) progresses into a different phase.
 - Clarifying the line management of the Portfolio Office Director to ensure that both strategic and operational accountabilities and responsibilities are clear.
 - Whilst City Deal partners recognise the benefits of aligning the City Deal and Corporate Joint Committee, however, due to differing legal structures, there was no clear approach as to how and when that might be achieved.
 - Clarifying the benefits and purpose of the City Deal's Economic Strategy Board.
 - Resolving the varying views over the effectiveness, value and duplication of regional scrutiny.

Assurance and Risk Assessment – Swansea Bay City Deal Region

- Finalising the new evaluation framework in response to the City Deal's 2023 Gateway review⁴ through a Task and Finish group established by the Joint Committee to respond to the review's findings.
- Ensuring greater consistency of the reporting of community and regional benefits from each of the portfolio's individual projects.

Swansea Bay City Deal's programme (portfolio) portfolio management arrangements are consistently and effectively applied. The Joint Committee needs to assure itself that those arrangements are efficient and maximise the shared learning across all projects.

- 32 We asked the question, is the City Deal implementing its programme (portfolio) management arrangements effectively?
- 33 We found that Swansea Bay City Deal's programme (portfolio) management arrangements are consistently and effectively applied.
- 34 In reaching this conclusion we found that:
- The Portfolio Management Office has significantly improved the City Deal's governance arrangements at all levels.
 - Portfolio Management Office staff have recognised qualifications.
 - The Portfolio Management Office consistently implements recognised programme and project management approaches to ensure a standardised approach.
 - The City Deal partners recognise the Portfolio Management Office's communication to them as comprehensive and a strength.
- 35 At the time of our evidence gathering we found that the City Deal partners had the following areas to resolve:
- Maximising the shared lessons learning across the City Deal portfolio.
 - Reflecting whether there are greater opportunities to raise the profile of the City Deal's impact with the public.

⁴ A gateway review is part of the City Deal's assurance framework at key decision points in line with the Cabinet Office Gateway Process.

- Clarifying whether there is duplication within the arrangements, whereby data is collected and reported locally and then also collected and reported at a regional level leading to potential inefficiencies.

Appendix 1

Audit questions and criteria

Exhibit 3: key questions and what we looked for.

The table below sets out the question we sought to answer in carrying out this audit, along with the audit criteria we used to arrive at our findings.

Main audit question: **Do the programme (portfolio) management arrangements support the effective and efficient delivery of the City Deal programme?**

Exhibit 3: audit questions and criteria⁵

Level 2 questions	Criteria
	<ul style="list-style-type: none">• The City Deal's purpose aligns effectively with partners' strategic priorities.

⁵ These criteria are based on the [National Audit Office's Framework to review programmes](#)

Level 2 questions	Criteria
1. Do partners have a shared understanding of the City Deal's purpose?	<ul style="list-style-type: none"> • All partners have a consistent understanding of the City Deal's purpose. • All partners have a consistent understanding of the benefits and outcomes the City Deal will deliver. • The City Deal has set specific, measurable, achievable, realistic and timebound outcomes.
2. Do partners ensure that the City Deal has the resources required to support the efficient and effective programme management?	<ul style="list-style-type: none"> • The City Deal has identified the number of staff it requires to deliver its outcomes. • City Deal partners provides sufficient funding to manage the programme effectively. • City Deal staff have the right skill mix to support and coordinate programme delivery. • The programme team has access to support services, for example, legal, commercial, evaluation and analysis. • City Deal partners review its resource requirements periodically and makes necessary changes.

Assurance and Risk Assessment – Swansea Bay City Deal Region Joint Committee

Level 2 questions	Criteria
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3. Does the City Deal have effective governance arrangements?

- Those charged with governance receive timely and accurate reports on progress to help provide effective challenge.
- Governance arrangements engage all relevant oversight bodies internal and external audit.
- Governance arrangements provide strong and effective oversight of the achievement of the intended benefits and costs.
- Governance arrangements enable the City Deal to respond to changes in its operating context effectively.
- Governance arrangements ensure that the City Deal identifies, mitigates and monitors risks at a programme and project level.
- Management responds effectively to independent assurance reviews.
- The City Deal manages interdependencies between different policies, teams and organisations across the City Deal.

Assurance and Risk Assessment – Swansea Bay City Deal Region Joint Committee

Level 2 questions

Criteria

4. Is the City Deal implementing its programme management effectively?

- The City Deal has adopted recognised programme and project management approaches.
- The City Deal consistently applies its programme and project management approaches.
- The City Deal collects the information it needs to evaluate progress.
- Outcomes are monitored against the planned time and cost and can identify unintended consequences.
- The City Deal demonstrates learning from previous projects to current and future projects.
- There is effective communication with all stakeholders.



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Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.

Asesu Sicrwydd a Risg – Cyd-bwyllgor Dinas-ranbarth Bae Abertawe

Blwyddyn archwilio: 2022-2023

Dyddiad cyhoeddi: Mai 2024

Cyfeirnod y ddogfen: 4223A2024

Paratowyd y ddogfen hon at ddefnydd mewnol Cyd-bwyllgor Dinas-ranbarth Bae Abertawe fel rhan o'r gwaith a gyflawnir yn unol ag adran 17 o Ddeddf Archwilio Cyhoeddus (Cymru) 2004 (Deddf 2004).

Ni chymerir cyfrifoldeb gan yr Archwilydd Cyffredinol na staff Archwilio Cymru mewn perthynas ag unrhyw aelod, cyfarwyddwr, swyddog neu weithiwr arall yn rhinwedd ei swydd unigol, nac i unrhyw drydydd parti.

Mewn achos o dderbyn cais am wybodaeth y gall y ddogfen hon fod yn berthnasol iddo, tynnir sylw at y Cod Ymarfer a gyhoeddwyd o dan adran 45 o Ddeddf Rhyddid Gwybodaeth 2000.

Mae'r Cod Adran 45 yn nodi'r arfer wrth ymdrin â cheisiadau a ddisgwylir gan awdurdodau cyhoeddus, gan gynnwys ymgynghori â thrydydd partiön perthnasol. O ran y ddogfen hon, mae Archwilydd Cyffredinol Cymru ac Archwilio Cymru yn drydydd partiön perthnasol. Dylid anfon unrhyw ymholiadau ynghylch datgelu neu ailddefnyddio'r ddogfen hon at Archwilio Cymru yn swyddog.gwybodaeth@archwilio.cymru.

Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Cynnwys

Mae trefniadau rheoli rhaglen (portffolio) presennol Bargen Ddinesig Bae Abertawe yn cefnogi mewnwelediad clir i gynnydd y portffolio. Mae cyfle nawr i Gyd-bwyllgor Bargen Ddinesig Bae Abertawe adolygu'r trefniadau hynny'n ffurfiol i sicrhau eu bod yn addas ar gyfer anghenion y dyfodol ac adlewyrchu unrhyw newidiadau yn ei amgylchedd gweithredu.

Adroddiad cryno

Crynodeb 4

Adroddiad manwl

Mae partneriaid ar draws y Fargen Ddinesig yn rhannu dealltwriaeth glir o'r diben a'r manteision a fwriadwyd, gan gydnabod yr heriau presennol wrth gyflawni'r canlyniadau a fwriadwyd. 9

Mae partneriaid y Fargen Ddinesig wedi darparu digon o adnoddau i gefnogi rheoli rhaglenni (portffolio) effeithiol hyd yn hyn. Nid yw'r Cyd-bwyllgor wedi adolygu'r adnoddau hynny'n ffurfiol eto yng ngoleuni pwysau cyllido ehangach ac agwedd amhenodol tuag at strwythurau rhanbarthol yn y dyfodol. 10

Mae trefniadau llywodraethu Bargen Ddinesig Bae Abertawe yn drylwyr ar hyn o bryd 11

Mae trefniadau rheoli rhaglen (portffolio) Bargen Ddinesig Bae Abertawe yn cael eu cymhwyso'n gyson ac yn effeithiol. Mae angen i'r Cyd-bwyllgor sicrhau ei hun bod y trefniadau hynny'n effeithlon ac yn gwneud y gorau o'r dysgu a rennir ar draws pob prosiect 12

Adroddiad cryno

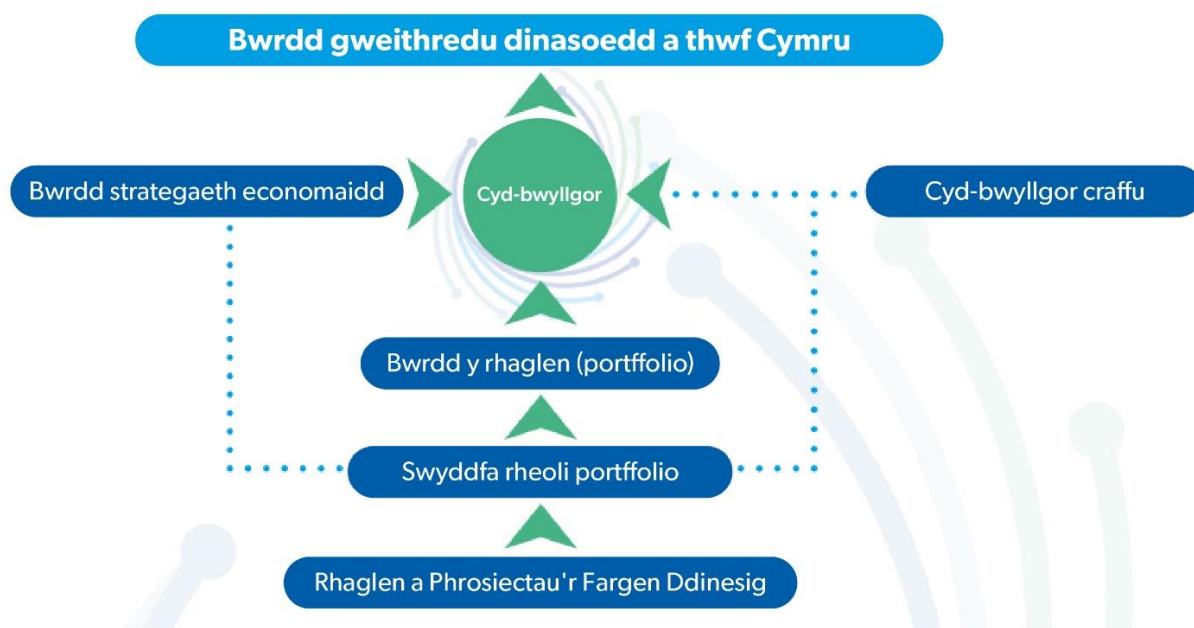
Crynodeb

Yr hyn yr ydym yn ei adolygu a pham

- 1 Mae gan yr Archwilydd Cyffredinol ddyletswydd o dan Ddeddf Archwilio Cyhoeddus (Cymru) i sicrhau ei hun bob blwyddyn bod cyrff archwiliedig, gan gynnwys Cyd-bwyllgor Dinas-ranbarth Bae Abertawe ('y Cyd-bwyllgor'), wedi sefydlu trefniadau priodol i sicrhau gwerth am arian wrth ddefnyddio eu hadnoddau.
- 2 Mae Bargaen Ddinesig Bae Abertawe (y Fargaen Ddinesig) yn cynnwys wyth sefydliad partner allweddol yn rhanbarth Bae Abertawe. Arweinir y Fargaen Ddinesig gan y pedwar awdurdod lleol yn y rhanbarth – Cyngor Sir Caerfyrddin, Cyngor Abertawe, Cyngor Castell-nedd Port Talbot a Chyngor Sir Penfro - ynghyd â phedwar partner arall yn y rhanbarth sef Byrddau Iechyd Prifysgol Bae Abertawe a Phrifysgol Hywel Dda, Prifysgol Abertawe, Prifysgol Cymru Y Drindod Dewi Sant.
- 3 Mae'r Fargaen Ddinesig yn rhaglen fuddsoddi 15 mlynedd gyda chyllid yn cael ei ddarparu drwy nifer o sefydliadau gan gynnwys Llywodraethau'r DU a Chymru, yr wyth sefydliad partner a buddsoddiad y sector preifat.
- 4 Mae naw rhaglen a phrosiectau'r Fargaen Ddinesig sy'n ffurfio'r portffolio¹. Trwy gyflawni'r gyfres honno o brosiectau, nod y Fargaen Ddinesig yw rhoi hwb o leiaf £1.8 biliwn i'r economi ranbarthol, gan greu mwy na 9,000 o swyddi.
- 5 Mae arddangosiad 1 isod yn nodi strwythur llywodraethu Rhanbarth Bargaen Ddinesig Bae Abertawe.

¹ Ffynhonnell: [Bargaen Ddinesig Bae Abertawe](#)

Arddangosyn 1: strwythur Llywodraethu Dinas-ranbarth Bargen Ddinesig Bae Abertawe²



- 6 Mae'r tabl isod yn gosod aelodaeth pob un o'r grwpiau a'u rôl yn y strwythur llywodraethu.

² Ffynhonnell: Adroddiad Blynyddol Portffolio Bargen Ddinesig Bae Abertawe 2022-23

**Arddangosyn 2: Aelodaeth a rolau fframwaith llywodraethu Bargaen Ddinesig
Rhanbarth Bae Abertawe ³**

Grŵp	Aelodau	Crynodeb o'r rôl
Cydbwyllgor	<p>Arweinwyr etholedig y pedwar awdurdod lleol ynghyd ag uwch arweinwyr gweithredol o Fae Abertawe a Byrddau Iechyd Prifysgol Hywel Dda, Prifysgol Abertawe, Prifysgol Cymru Y Drindod Dewi Sant.</p> <p>Mae Cadeirydd y Bwrdd Strategaeth Economaidd hefyd yn aelod o'r Cyd-bwyllgor.</p>	Yn dwyn Bwrdd Rhaglen y Fargen Ddinesig (Portffolio) a Swyddfa Rheoli Portffolio'r Fargen Ddinesig i gyfrif ac mae ganddo'r cyfrifoldeb cyffredinol dros gyflawni'r Fargen Ddinesig.
Bwrdd Rhaglen (Portffolio)	<p>Pedwar Prif Weithredwr Awdurdod Lleol ac uwch gynrychiolydd o'r pedwar sefydliad partner arall.</p> <p>Cynrychiolir Llywodraeth y DU a Llywodraeth Cymru ar Fwrdd y Rhaglen.</p>	<p>Yn gyfrifol am oruchwylio gweithrediadau'r Fargen Ddinesig.</p> <p>Bydd Bwrdd y Rhaglen (Portffolio) yn adolygu newidiadau i achosion busnes a datblygiadau i'r portffolio wrth iddo fynd yn ei flaen. Mae'n cynnwys pennaeth neu uwch gynrychiolydd pob un o'r wyth sefydliad partner.</p>
Cydbwyllgor Craffu	Tri aelod etholedig o bob un o'r pedwar awdurdod lleol.	Darparu cyngor, her a chefnogaeth i'r Cyd-bwyllgor
Bwrdd Strategaeth Economaidd	Chwech unigolyn sector preifat sy'n cael eu penodi drwy broses recriwtio ac enwebu agored	Corff cynghori sector preifat sy'n darparu cyfeiriad strategol ar gyfer y Fargen Ddinesig trwy gyngor i'r Cyd-bwyllgor ar faterion yn ymwneud â'r Ddinas-ranbarth.

7 Mae Swyddfa Rheoli Portffolio Bargaen Ddinesig Bae Abertawe yn gyfrifol am redeg Portffolio Bargaen Ddinesig o ddydd i ddydd sy'n cefnogi'r naw rhaglen a'r prosiect. Fel rhan o'r cymorth hwnnw, mae'n gweithredu dull rheoli'r rhaglen (portffolio) ar draws y portffolio ac yn cydlynu casglu data perthnasol.

³ Ffynhonnell:Adroddiad Blynyddol Portffolio Bargaen Ddinesig Bae Abertawe 2022-23

- 8 Cefnogir Cyd-bwyllgor Bargen Ddinesig Bae Abertawe gan Swyddog Adran 151 Cyngor Sir Caerfyrddin a Swyddog Monitro Cyngor Abertawe fel rhan o swyddogaethau statudol y portffolio.
- 9 Yn yr adolygiad archwilio hwn, gwnaethom asesu effeithiolrwydd trefniadau rheoli rhaglen (portffolio) presennol y Fargen Ddinesig wrth gefnogi darpariaeth effeithiol ac effeithlon rhaglen (portffolio) Bargen Ddinesig Bae Abertawe wrth symud ymlaen.
- 10 Mae'r asesiad hwnnw'n llywio ein hasesiad o risgiau a sicrwydd i lywio ein gwaith cynllunio gwaith ar gyfer ein gwaith archwilio perfformiad ar y cyd Cyd-bwyllgor Dinas-ranbarth Bae Abertawe yn y dyfodol.
- 11 Gwnaethom gynnal yr adolygiad hwn rhwng mis Hydref 2023 a mis Mawrth 2024.

Sut y gwnaethom gynnal yr adolygiad

- 12 Gwnaethom gynnal yr adolygiad drwy:
 - Adolygu sampl o ddogfennaeth Bwrdd y Rhaglen (Portffolio) a'r Cyd-bwyllgor.
 - Adolygu sampl o ddogfennau'r Swyddfa Rheoli Portffolio.
 - Cyfweld â:
 - Cadeirydd Bwrdd Rhaglen (Portffolio)
 - Swyddog Adran 151 y Fargen Ddinesig
 - Cyfarwyddwr y Swyddfa Portffolio
 - Cadeirydd y Bwrdd Strategaeth Economaidd
 - Dirprwy Swyddog Monitro y Fargen Ddinesig
 - Cynnal grwpiau ffocws gyda:
 - Arweinwyr y pedwar awdurdod lleol
 - Prif Weithredwyr y pedwar awdurdod lleol
 - Cyfarwyddwyr Adfywio'r pedwar awdurdod lleol
 - Uwch Reolwyr o'r ddau Fwrdd Iechyd a dau sefydliad partner Bargen Ddinesig Prifysgol
 - Uwch Swyddogion Cyfrifol am y prosiectau/rhaglenni
- 13 Gwnaethom ddatblygu'r cwestiynau archwilio a ddangosir yn Atodiad Un. Er mwyn helpu i ddadansoddi gwybodaeth a gasglwyd gennym yn ystod yr archwiliad gwnaethom ddefnyddio'r meini prawf archwilio a ddangosir hefyd yn atodiad un. Fe wnaethom ddatblygu'r meini prawf archwilio hynny yn seiliedig ar Fframwaith y Swyddfa Archwilio Genedlaethol i adolygu rhaglenni.

Yr hyn a ganfuom

- 14 Roedd ein hadolygiad yn ceisio ateb y cwestiwn: **A yw trefniadau rheoli'r rhaglen (portffolio) yn cefnogi darpariaeth effeithiol ac effeithlon rhaglen y Fargen Ddinesig?**
- 15 Yn gyffredinol, canfuom fod: **Mae trefniadau rheoli rhaglen (portffolio) cyfredol Bargaen Ddinesig Bae Abertawe yn cefnogi mewnwelediad clir i gynnydd y portffolio. Mae cyfle nawr i Gyd-bwyllgor Bargaen Ddinesig Bae Abertawe adolygu'r trefniadau hynny'n ffurfiol i sicrhau eu bod yn addas ar gyfer anghenion y dyfodol ac yn adlewyrchu unrhyw newidiadau yn ei amgylchedd gweithredu.**
- 16 Rydym wedi dod i'r casgliad hwn oherwydd:
- Mae partneriaid ar draws y Fargen Ddinesig yn rhannu dealltwriaeth glir o'r diben a'r manteision a fwriadwyd, gan gydnabod yr heriau presennol wrth gyflawni'r canlyniadau a fwriadwyd.
 - Mae partneriaid ar draws y Fargen Ddinesig wedi darparu digon o adnoddau i gefnogi rheolaeth effeithiol y rhaglen (portffolio) hyd yma. Nid yw'r Cyd-bwyllgor wedi adolygu'r adnoddau hynny'n ffurfiol eto yng ngoleuni pwysau cyllido ehangach ac agwedd amhenodol tuag at strwythurau rhanbarthol yn y dyfodol.
 - Mae trefniadau llywodraethu Bargaen Ddinesig Bae Abertawe yn drylwyr ar hyn o bryd.
 - Mae trefniadau rheoli rhaglen (portffolio) Bargaen Ddinesig Bae Abertawe yn cael eu cymhwyso'n gyson ac yn effeithiol. Mae angen i'r Cyd-bwyllgor sicrhau ei hun bod y trefniadau hynny'n effeithlon ac yn gwneud y gorau o'r dysgu a rennir ar draws pob prosiect.

Argymhellion

- 17 Nid ydym wedi datblygu unrhyw argymhellion penodol o ganlyniad i'n canfyddiadau. Mae'r adroddiad hwn, fodd bynnag, yn nodi cyfres o feysydd nad oedd Cyd-bwyllgor y Fargen Ddinesig wedi'u datrys ar adeg ein gwaith maes. Mae'r meysydd hynny'n cynrychioli meysydd lle nad oedd trefniadau'r Cyd-bwyllgor yn adlewyrchu'r meini prawf archwilio yn llawn.
- 18 Rydym yn gwahodd y Cyd-bwyllgor i ymateb i'r meysydd hynny nad oedd eto i'w datrys.
- 19 Yna byddwn yn monitro cynnydd yn erbyn ymateb y Cyd-bwyllgor fel rhan o'n gwaith archwilio perfformiad sicrwydd ac asesu risg ar gyfer 2023-24, a blynyddoedd archwilio yn y dyfodol.

Adroddiad manwl

Mae trefniadau rheoli rhaglen (portffolio) presennol Bargaen Ddinesig Bae Abertawe yn cefnogi mewnwelediad clir i gynnydd y portffolio. Mae cyfle nawr i Gyd-bwyllgor Bargaen Ddinesig Bae Abertawe adolygu'r trefniadau hynny'n ffurfiol i sicrhau eu bod yn addas ar gyfer anghenion y dyfodol ac adlewyrchu unrhyw newidiadau yn ei amgylchedd gweithredu

Mae partneriaid ar draws y Fargaen Ddinesig yn rhannu dealltwriaeth glir o'r diben a'r manteision a fwriadwyd, gan gydnabod yr heriau presennol wrth gyflawni'r canlyniadau a fwriadwyd

- 20 Gwnaethom ofyn y cwestiwn, a yw partneriaid yn sicrhau bod gan y Fargaen Ddinesig yr adnoddau sydd eu hangen i gefnogi rheoli rhaglenni effeithlon ac effeithiol (portffolio)?
- 21 Canfuom fod partneriaid ar draws y Fargaen Ddinesig yn rhannu dealltwriaeth glir o'r diben a'r manteision a fwriadwyd, gan gydnabod yr heriau presennol wrth gyflawni'r canlyniadau a fwriadwyd.
- 22 Wrth ddod i'r casgliad hwn daethom o hyd i:
 - Aliniad cryf rhwng blaenoriaethau strategol sefydliadau partner a blaenoriaethau strategol y Fargaen Ddinesig.
 - Mae'r holl bartneriaid yn deall pwrpas y Fargaen Ddinesig yn glir a gallant fynegi'r buddion a'r canlyniadau a fwriadwyd.
 - Mae canlyniadau'r Fargaen Ddinesig wedi'u diffinio'n dda.
- 23 Ar adeg casglu tystiolaeth, canfuom fod gan bartneriaid y Fargaen Ddinesig y meysydd canlynol i'w datrys:
 - Sicrhau cysondeb rhwng y Fargaen Ddinesig, Cyd-bwyllgor Corfforaethol (CJC) a strategaethau a phartneriaethau economaidd ehangach.
 - Datblygu mesur amnewid ar gyfer Gwerth Ychwanegol Gros (GVA) fel sy'n ofynnol gan Drysorlys EF.
 - Cyflawni'r canlyniadau a fwriedir o fewn cyfyngiadau'r amgylchedd cyflenwi sy'n newid.

Mae partneriaid y Fargen Ddinesig wedi darparu digon o adnoddau i gefnogi rheoli rhaglenni (portffolio) effeithiol hyd yn hyn. Nid yw'r Cyd-bwyllgor wedi adolygu'r adnoddau hynny'n ffurfiol eto yng ngoleuni pwysau cyllido ehangach ac agwedd amhenodol tuag at strwythurau rhanbarthol yn y dyfodol

- 24 Gwnaethom ofyn y cwestiwn, a yw partneriaid yn sicrhau bod gan y Fargen Ddinesig yr adnoddau sydd eu hangen i gefnogi rheoli portffolio effeithlon ac effeithiol?
- 25 Canfuom fod partneriaid y Fargen Ddinesig wedi darparu digon o adnoddau i gefnogi rheolaeth effeithiol y rhaglen (portffolio) hyd yma. Nid yw'r Cyd-bwyllgor wedi adolygu'r adnoddau hynny'n ffurfiol eto yng ngoleuni pwysau cyllido ehangach ac agwedd amhenodol tuag at strwythurau rhanbarthol yn y dyfodol.
- 26 Wrth ddod i 'r casgliad hwn, canfuom fod:
- Darparwyd digon o adnoddau i sefydlu a gweithredu trefniadau rheoli portffolio effeithiol.
 - Mae trefniadau rheoli portffolio Barge Ddinesig Bae Abertawe yn rhoi cipolwg clir ar gynnydd ac yn rheoli newid yn effeithiol.
 - Mae gan dîm y Swyddfa Rheoli Portffolio fynediad at y gwasanaethau cymorth angenrheidiol.
 - Mae gan dîm y Swyddfa Rheoli Portffolio y sgiliau cywir i gefnogi a chydlynu'r prosiectau ar draws y portffolio.
 - Rhannodd partneriaid Barge Ddinesig Bae Abertawe farn glir y dylai'r trefniadau rheoli Portffolio newid pan fydd cyflwyno'r portffolio yn symud i gyfnod gwahanol.
- 27 Ar adeg casglu tystiolaeth, canfuom fod gan bartneriaid y Fargen Ddinesig y meysydd canlynol i'w datrys:
- Roedd safbwyntiau gwahanol ar draws wyth partner y Fargen Ddinesig ynghylch a yw'r portffolio eisoes wedi dechrau ar gyfnod gwahanol o gyflawni ar draws pob rhaglen a phrosiect a'r meini prawf y bydd y Cyd-bwyllgor yn eu defnyddio i nodi'r garreg filltir honno.
 - Nid oedd partneriaid wedi adolygu'r capasiti a'r cyllid rheoli portffolio eto'n ffurfiol. Fodd bynnag, gall prosesau adolygu cyllideb parhaus roi cyfle i'r partneriaid adolygu graddfa ofynnol rheoli portffolio.
 - Rheoli'r risg bosibl o golli staff rheoli portffolio y gellir cymhwyso eu sgiliau ar draws y rhanbarth tra bod trefniadau cyllido yn y dyfodol yn cael eu datrys.

Mae trefniadau llywodraethu Bargaen Ddinesig Bae Abertawe yn drylwyr ar hyn o bryd

- 28 Gwnaethom ofyn y cwestiwn, a oes gan y Fargaen Ddinesig drefniadau llywodraethu effeithiol?
- 29 Canfuom fod trefniadau llywodraethu Bargaen Ddinesig Bae Abertawe yn drylwyr ar hyn o bryd.
- 30 Wrth ddod i 'r casgliad hwn , canfuom fod:
- Mae'r Cydbwyllgor a'r Bwrdd Rhaglen (Portffolio) yn derbyn adroddiadau amserol a chywir i gynorthwyo gwneud penderfyniadau a herio.
 - Mae diweddariadau rheolaidd ar ganlyniadau, ond mae'r canlyniadau hynny yng nghamau cynnar gwireddu ar draws y rhaglen (portffolio).
 - Mae'r Swyddfa Rheoli Portffolio wedi rhoi dealltwriaeth glir i'r Cydbwyllgor a'r Bwrdd Rhaglen o effaith cynyddu costau adeiladu.
 - Mae'r Cydbwyllgor a'r Bwrdd Rhaglen (Portffolio) yn ymgysylltu'n gadarnhaol â chyrrff goruchwyllo perthnasol ac yn ymateb yn effeithiol i'w argymhellion.
 - Mae trefniadau rheoli risg y Fargaen Ddinesig yn caniatáu iddo nodi, lliniaru a monitro risgiau'n effeithiol ar bob lefel o lefel prosiect i bortffolio.
- 31 Ar adeg casglu tystiolaeth, canfuom fod gan bartneriaid y Fargaen Ddinesig y meysydd canlynol i'w datrys:
- Roedd safbwyntiau gwahanol ymhlith partneriaid y Fargaen Ddinesig o'r angen i gadw trylwyrdd y trefniadau llywodraethu a ddefnyddiwyd i sefydlu rhaglen y Fargaen Ddinesig (portffolio) a dod â phrosiectau i'w cyflawni. Nid oedd partneriaid y Fargaen Ddinesig wedi cytuno i ba raddau y byddant yn cadw'r un lefel o drefniadau llywodraethu wrth i'r rhaglen (portffolio) symud ymlaen i gyfnod gwahanol.
 - Egluro rheolaeth llinell Cyfarwyddwr y Swyddfa Bortffolio i sicrhau bod atebolrwydd a chyfrifoldebau strategol a gweithredol yn glir.
 - Er bod partneriaid y Fargaen Ddinesig yn cydnabod manteision alinio Cydbwyllgor y Fargaen Ddinesig a Chorfforaethol, fodd bynnag, oherwydd strwythurau cyfreithiol gwahanol, nid oedd dull clir o ran sut a phryd y gellid cyflawni hynny.
 - Egluro buddion a phwrrpas Bwrdd Strategaeth Economaidd y Fargaen Ddinesig.
 - Datrys y safbwyntiau amrywiol dros effeithiolrwydd, gwerth a dyblygu craffu rhanbarthol.

- Cwblhau'r fframwaith gwerthuso newydd mewn ymateb i adolygiad Porth 2023 y Fargen Ddinesig⁴ trwy grŵp Gorchwyl a Gorffen a sefydlwyd gan y Cyd-bwyllgor i ymateb i ganfyddiadau'r adolygiad.
- Sicrhau mwy o gysondeb wrth adrodd ar fuddion cymunedol a rhanbarthol o bob un o brosiectau unigol y portffolio.

Mae trefniadau rheoli portffolio rhaglen (portffolio) Bargaen Ddinesig Bae Abertawe yn cael eu cymhwyso'n gyson ac yn effeithiol. Mae angen i'r Cyd-bwyllgor sicrhau ei hun bod y trefniadau hynny'n effeithlon ac yn gwneud y gorau o'r dysgu a rennir ar draws pob prosiect

- 32 Gofynnwyd y cwestiwn, a yw'r Fargen Ddinesig yn gweithredu ei threfniadau rheoli rhaglenni (portffolio) yn effeithiol?
- 33 Canfuom fod trefniadau rheoli rhaglen (portffolio) Bargaen Ddinesig Bae Abertawe yn cael eu cymhwyso'n gyson ac yn effeithiol.
- 34 Wrth ddod i'r casgliad hwn, canfuom fod:
 - Mae'r Swyddfa Rheoli Portffolio wedi gwella trefniadau llywodraethu'r Fargen Ddinesig ar bob lefel yn sylweddol.
 - Mae gan staff y Swyddfa Rheoli Portffolio gymwysterau cydnabyddedig.
 - Mae'r Swyddfa Rheoli Portffolio yn gweithredu dulliau rheoli rhaglenni a phrosiectau cydnabyddedig yn gyson i sicrhau dull safonedig.
 - Mae partneriaid y Fargen Ddinesig yn cydnabod bod cyfathrebu Swyddfa'r Portffolio iddynt yn gynhwysfawr ac yn gryfder.
- 35 Ar adeg casglu tystiolaeth, canfuom fod gan bartneriaid y Fargen Ddinesig y meysydd canlynol i'w datrys:
 - Gwneud y gorau o'r gwersi a rennir sy'n dysgu ar draws portffolio'r Fargen Ddinesig.
 - Adlewyrchu a oes mwy o gyfleoedd i godi proffil effaith y Fargen Ddinesig gyda'r cyhoedd.
 - Egluro a oes dyblygu o fewn y trefniadau, lle cesglir data ac adroddir yn lleol ac yna hefyd eu casglu a'u hadrodd ar lefel ranbarthol gan arwain at aneffeithlonrwydd posibl.

⁴ Mae adolygiad porth yn rhan o fframwaith sicrwydd y Fargen Ddinesig ar bwyntiau penderfyniadau allweddol yn unol â Phroses Porth Swyddfa'r Cabinet.

Atodiad 1

Cwestiynau a meini prawf archwilio

Mae'r tabl isod yn nodi'r cwestiwn yr oeddem yn ceisio ei ateb wrth gynnal yr archwiliad hwn, ynghyd â'r meini prawf archwilio a ddefnyddiwyd gennym i gyrraedd ein canfyddiadau.

Prif gwestiwn yr archwiliad: **A yw trefniadau rheoli'r rhaglen (portffolio) yn cefnogi darpariaeth effeithiol ac effeithlon rhaglen y Fargen Ddinesig?**

Arddangosyn 3: cwestiynau a meini prawf archwilio ⁵

Tudalen 60

Cwestiwn Lefel 2	Meini prawf
1. A oes gan bartneriaid ddealltwriaeth a rennir o bwrpas y Fargen Ddinesig?	<ul style="list-style-type: none"> Mae pwrpas y Fargen Ddinesig yn cyd-fynd yn effeithiol â blaenoriaethau strategol partneriaid. Mae gan bob partner ddealltwriaeth gyson o bwrpas y Fargen Ddinesig. Mae gan bob partner ddealltwriaeth gyson o'r buddion a'r canlyniadau y bydd y Fargen Ddinesig yn eu darparu. Mae'r Fargen Ddinesig wedi gosod canlyniadau penodol, mesuradwy, cyraeddadwy, realistig ac amserol.
2. A yw partneriaid yn sicrhau bod gan y Fargen Ddinesig yr adnoddau sydd eu hangen i gefnogi'r gwaith effeithlon ac effeithiol o reoli rhaglenni?	<ul style="list-style-type: none"> Mae'r Fargen Ddinesig wedi nodi nifer y staff sydd eu hangen arni i gyflawni ei chanlyniadau. Mae partneriaid y Fargen Ddinesig yn darparu digon o gyllid i reoli'r rhaglen yn effeithiol. Mae gan staff y Fargen Ddinesig y cymysgedd sgiliau cywir i gefnogi a chydlynu darpariaeth rhaglenni. Mae gan dîm y rhaglen fynediad at wasanaethau cymorth, er enghraifft, cyfreithiol, masnachol, gwerthuso a dadansoddi. Mae partneriaid y Fargen Ddinesig yn adolygu ei gofynion adnoddau o bryd i'w gilydd ac yn gwneud newidiadau angenrheidiol.

⁵ Mae'r meini prawf hyn yn seiliedig ar Fframwaith y Swyddfa Archwilio Genedlaethol i adolygu rhaglenni

Cwestiwn Lefel 2	Meini prawf
3. A oes gan y Fargen Ddinesig drefniadau llywodraethu effeithiol?	<ul style="list-style-type: none">• Mae'r rhai sy'n gyfrifol am lywodraethu yn derbyn adroddiadau amserol a chywir ar gynnydd i helpu i ddarparu her effeithiol.• Mae trefniadau llywodraethu yn cynnwys pob corff goruchwyllo perthnasol yn fewnol ac yn allanol archwilio.• Mae trefniadau llywodraethu yn darparu goruchwyliaeth gref ac effeithiol o gyflawni'r buddion a'r costau a fwriadwyd.• Mae trefniadau llywodraethu yn galluogi'r Fargen Ddinesig i ymateb i newidiadau yn ei chyd-destun gweithredu yn effeithiol.• Mae trefniadau llywodraethu yn sicrhau bod y Fargen Ddinesig yn nodi, lliniaru a monitro risgiau ar lefel rhaglen a phrosiect.• Mae'r rheolwyr yn ymateb yn effeithiol i adolygiadau sicrwydd annibynnol.• Mae'r Fargen Ddinesig yn rheoli rhyngddibyniaethau rhwng gwahanol bolisiâu, timau a sefydliadau ar draws y Fargen Ddinesig.

Cwestiwn Lefel 2	Meini prawf
4. A yw'r Fargen Ddinesig yn gweithredu ei rheolaeth rhaglen yn effeithiol?	<ul style="list-style-type: none">• Mae'r Fargen Ddinesig wedi mabwysiadu dulliau rheoli rhaglenni a phrosiectau cydnabyddedig.• Mae'r Fargen Ddinesig yn defnyddio ei dulliau rheoli rhaglenni a phrosiectau yn gyson.• Mae'r Fargen Ddinesig yn casglu'r wybodaeth sydd ei hangen arni i werthuso cynnydd.• Caiff canlyniadau eu monitro yn erbyn yr amser a'r gost a gynllunnir, a gallant nodi canlyniadau anfwriadol.• Mae'r Fargen Ddinesig yn dangos dysgu o brosiectau blaenorol i brosiectau presennol ac yn y dyfodol.• Mae cyfathrebu'n effeithiol gyda'r holl randdeiliaid.



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We welcome correspondence and telephone calls in Welsh and English.
Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.

Audit Wales - Assurance and Risk Assessment: Swansea Bay City Deal Action Plan

Tudalen 65

ID	Areas for Resolution	Actions	Target Date	Lead	Sign Off	Status	Dependencies	Update
AW01	Ensuring the alignment between the City Deal, Corporate Joint Committee (CJC) and wider economic strategies and partnerships	Discussions amongst CEXs / Leaders and key LA Officers relating to the alignment between CJC and SBCD governance structures and areas of responsibility / linkages with wider strategies and partnerships	Dec-24	SRO/CEXs	JC	In Progress		CJC Workshop with Leaders scheduled for September
AW02	Developing a replacement measure for Gross Value Added (GVA) as required by HM Treasury	Finalise Evaluation Framework and benefits profiles for all projects and programmes	Mar-25	PoMO / Project Leads	JC	In Progress	Evaluation Framework subject to approval at SBCD PB/JC and engagement of project leads	Evaluation Framework finalised and to be submitted to SBCD Programme Board 28th May 2024
		Investigate and agree alternative measurements for economic impact to be utilised in the Portfolio mid term evaluation						
AW03	Achieving the intended outcomes within the constraints of the changing delivery environment	Continue to monitor and report benefit realisation across the portfolio	Dec-24	PoMO / Project Leads	JC	In Progress	Continued engagement by project leads with benefit realisation, business case development and assurance processes	PoMO has worked with projects and programmes to develop benefit maps, registers and profiles
		Continue to identify risks to delivery of project outcomes, ensuring that benefit capture is effective and mitigation measures are in place						PoMO and project boards continue to monitor risks to delivery of outcomes with appropriate mitigations in place
		Work with delivery partners to bring forward planned projects and project phases to ensure outcome delivery is maintained						PoMO is working with project leads to bring forward the development and delivery of projects and phases through the business case development process
		Identify impediments to successful delivery utilising Gateway Reviews at key stages in project development and delivery						PoMO has a schedule of project Gateway Reviews which is tracked and updated through the IAAP
AW04	There were differing views across the eight City Deal partners around whether the portfolio has already entered a different phase of delivery across all programmes and projects and the criteria the Joint Committee will use to identify that milestone	Assesment of current status of delivery across all elements of the SBCD portfolio	Dec-24	PoMO	JC	To be Actioned		
		Establish criteria to assist in identifying delivery status						
AW05	Partners had not yet formally reviewed the portfolio management capacity and funding. However, ongoing budget review processes may provide the partners with the opportunity to review the required scale of portfolio management.	SRO / Portfolio Director to review PoMO staffing requirements going forward. Funding arrangements to be finalised and approved by JC	Jul-24	SRO/Sec151/ Portfolio Director	JC	In Progress		

AW06	Managing the potential risk of losing portfolio management staff whose skills may be applied across the region whilst future funding arrangements are resolved	Risk of losing PoMO staff to be included in Portfolio risk register and appropriate mitigation measures provided. Funding arrangements to be finalised and approved by JC	Jul-24	SRO/Sec151/ Portfolio Director	JC	To be Actioned		
AW07	There were differing views among the City Deal partners of the need to retain the thoroughness of the governance arrangements which have been used to establish the City Deal programme (portfolio) and bring projects into delivery. City Deal partners had not agreed the extent to which they will retain the same level of governance arrangements as the programme (portfolio) progresses into a different phase	Review current arrangements for reporting and monitoring including the frequency of meetings	Sep-24	PoMO	JC	To be Actioned	Any changes to reporting and monitoring process to be subject to acceptance by WG/UKG	
		Identify where arrangements can be changed and / or simplified in discussion with SROs/Project Leads/WG/UKG						
		Establish point in time review and plan for future phase requirements						
AW08	Clarifying the line management of the Portfolio Office Director to ensure that both strategic and operational accountabilities and responsibilities are clear	Discuss Portfolio Director line management arrangements with Portfolio SRO and Chair JC	Dec-24	SRO	JC	To be Actioned	Consideration in parallel with CJC/SBCD alignment proposals	
		Recommend and agree line management arrangements for both strategic and operational accountabilities						
AW09	Whilst City Deal partners recognise the benefits of aligning the City Deal and Corporate Joint Committee, however, due to differing legal structures, there was no clear approach as to how and when that might be achieved.	Discussions amongst CEXs / Leaders and key LA Officers relating to the alignment between CJC and SBCD governance structures	Dec-24	SRO / CEXs	JC	In Progress		CJC Workshop with Leaders scheduled for September
AW10	Clarifying the benefits and purpose of the City Deal's Economic Strategy Board.	Undertake review of benefits and purpose of ESB with ESB chair ESB members and project leads Recommend and agree role and purpose of ESB for portfolio going forward	Sep-24	Programme Board / ESB Chair	JC	To be Actioned	Consideration in parallel with CJC/SBCD alignment proposals	
AW11	Resolving the varying views over the effectiveness, value and duplication of regional scrutiny.	Undertake review of the effectiveness, value and duplication of JSC with JSC Chair / Members and JC Members	Sep-24	TBC	JC	To be Actioned	Review to be undertaken in context of Regional JCA	
		Recommend and agree role and processes for JSC going forward						
AW12	Finalising the new evaluation framework in response to the City Deal's 2023 Gateway review through a Task and Finish group established by the Joint Committee to respond to the review's findings	SBCD Evaluation Framework to be finalised and agreed at PB / JC	Jun-24	PoMO	JC	In Progress		Evaluation Framework finalised and to be submitted to SBCD Programme Board 28th May 2024
AW13	Ensuring greater consistency of the reporting of community and regional benefits from each of the portfolio's individual projects	Review and clarification of arrangements for the reporting of benefits across the portfolio	Sep-24	PoMO	JC	In Progress	Engagement with project leads and robustness / timeliness of information reported	PoMO has worked with projects and programmes to develop benefit maps, registers and profiles
		Implementation of the SBCD Evaluation Framework and updated M&E Plan						Evaluation Framework finalised and to be submitted to SBCD Programme Board 28th May 2024

AW14	Maximising the shared lessons learning across the City Deal portfolio.	Annual review of Lessons Learned to be undertaken for the Portfolio and shared with stakeholders	Jul-24	PoMO	JC	In Progress		
AW15	Reflecting whether there are greater opportunities to raise the profile of the City Deal's impact with the public.	Update the Portfolio Communications and Marketing Plan with emphasis to enhance comms in relation to the public perspective.	Jul-24	PoMO / Project Leads	JC	To be Actioned		
AW16	Clarifying whether there is duplication within the arrangements, whereby data is collected and reported locally and then also collected and reported at a regional level leading to potential inefficiencies.	To be included in actions for AW07	Jul-24	PoMO / Project Leads	JC	To be Actioned		

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SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 25th July 2024

Internal Audit Report	
<p>RECOMMENDATIONS/KEY DECISIONS</p> <p>To inform Joint Scrutiny Committee of the findings and actions of the 2023-24 Internal Audit review into the SBCE Portfolio.</p>	
1. Introduction	<p>An Internal Audit review of the Swansea Bay City Deal has been carried out as agreed by the Swansea Bay City Deal Joint Committee on 16th November 2023.</p>
2. Main Body of Report	<p>The Internal audit aims to provide assurance that the Swansea Bay City Deal has adequate governance, internal control, financial management and risk management arrangements in place, which are operating effectively and assisting it to achieve its objectives.</p>
2.1	<p>The Internal Audit Scope for 2023-24 covered the following key areas:</p> <ul style="list-style-type: none"> • Follow Up of Previous Recommendations. • Governance Arrangements. <ul style="list-style-type: none"> ◦ Joint Committee Agreement; Governance Boards & Decision-Making arrangements; Assurance, Audit and Scrutiny. • Project Management & Monitoring Arrangements. <ul style="list-style-type: none"> ◦ Project Management Process; Monitoring and Evaluation Arrangements; Change Control Process; Post Completion Reviews. • Financial Management; <ul style="list-style-type: none"> ◦ Budgetary Control; Private Sector Investment; Grant Claims Process. • Risk Management Arrangements. <p>The Internal Audit report has determined an audit assurance rating of 'Substantial'; A sound system of governance, internal control, financial management and risk management exists, with internal controls operating effectively and being consistently applied to support the achievement of objectives in the area audited.</p>
2.3	<p>The Internal Audit review into Swansea Bay City Deal concluded the following recommendations:</p>

Audit Element	Recommendation	Timescale for Action
<p>Quarterly Programme/Project Monitoring Reports and Monthly Highlight Reports (outside of the quarterly cycle) are prepared and presented to the Programme (Portfolio) Board and the Joint Committee, providing both a RAG rated and narrative update of Programme/Project progress. Review of the monthly Highlight reports identified that there is some repetition in the information that is being presented, and also some variation between how Programmes/Projects present their update. For example, one Programme has one overall update on completed and planned activities, without clearly distinguishing between either. Additionally, the Programme does not report on risks or issues within their Highlight report. It was also noted that further work is required to ensure there is synergy in the development of the Finance RAG ratings between the PoMO and the Finance team, which would allow both a strategic and holistic overview of the financial status of a Programme/Project to be taken into account when determining the RAG rating, for example by also considering the annual investment and grant draw-down status into the RAG rating determination. A framework for the determination of RAG ratings has been developed, however, this would benefit from enhancement to ensure all relevant factors are considered when deciding on which rating to apply.</p>	<p>Monthly and Quarterly monitoring reports should be enhanced, to ensure Programme/Project progress over the period is clearly identifiable, and bring consistency to information reported. In addition, further work should be undertaken to enhance the synergy in the financial RAG rating of Programmes/Projects, by including the annual investment and grant draw-down status in RAG rating determinations.</p>	<p>End of quarter 1 FY 2024/25</p>

<p>Funding agreements stipulate that grant claims should be submitted by lead bodies on a quarterly basis, to allow funding to be distributed to Programmes/ Projects. As previously reported during the 2022-23 Internal Audit review, not all Programmes/Projects are complying with this requirement. At the time of the audit, grant claims had been received from four Programmes/Projects, with funding distributed to two. Actual and planned payments, at the time of the audit, totalled £8,336,027, resulting in top-slice income of £125,000 that can be drawn down to support the annual PoMO budget, against a projected top-slice of £760,858 to be received during 2023-24. Internal Audit were informed that it is likely that further claims will be received in relation to Quarter 4, 2023-24, and the Swansea Bay City Deal Section 151 Officer outlined the funding strategy for the PoMO budget. Advice was provided to the Finance Manager in regard to verification checks on receipt of grant claim forms, to ensure there was consistency in the verification process applied prior to distributing grant funding to partners.</p>	<p>Programmes/Projects in delivery should submit grant claims on a more frequent basis, to allow funding to be distributed in a timely manner (and within the correct financial-year), enabling draw down of the top-slice to support the PoMO budget.</p>	<p>End of quarter 1 FY 2024/25</p>
<p>Appendices:</p> <p>Appendix A Internal Audit Report 2023-24</p>		
<p>OFFICER CONTACT</p> <p>Name: Matthew Holder</p>	<p>Email: Matthew.Holder@pembrokeshire.gov.uk</p>	

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Swansea Bay City Deal

Final Internal Audit Report 2023-24



Introduction and Objective of Audit Review

Swansea Bay City Deal is an investment of circa £1.3 billion across a portfolio of nine headline programmes and projects, delivering a combined total of 35 individual projects throughout the counties of Swansea, Carmarthenshire, Neath Port Talbot and Pembrokeshire.

An Internal Audit review of the Swansea Bay City Deal has been carried out as part of the 2023-24 Internal Audit Plan, as agreed by the Swansea Bay City Deal Joint Committee on 16 November 2023.

The audit aims to provide assurance that Swansea Bay City Deal has adequate governance, internal control, risk management and financial management arrangements in place, which are operating effectively and assisting it to achieve its objectives.

Audit Scope and Methodology

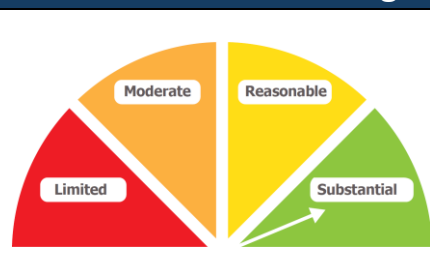
The scope of the audit review covered the following key areas:

- Follow Up of Previous Recommendations;
- Governance Arrangements;
 - Joint Committee Agreement; Governance Boards & Decision Making arrangements; Assurance, Audit and Scrutiny.
- Project Management & Monitoring Arrangements;
 - Project Management Process; Monitoring and Evaluation Arrangements; Change Control Process; Post Completion Reviews.
- Financial Management;
 - Budgetary Control; Private Sector Investment; Grant Claims Process.
- Risk Management Arrangements.

We took an evidence based approach to our audit review using interviews with staff, review of supporting documentation and sample testing to arrive at our opinion.

This audit review was performed following Internal Audit's standard methodology, in conformance with the Public Sector Internal Audit Standards. It should be noted that all testing undertaken as part of this audit review was on a sample basis and therefore the results should be considered in this context. Internal Audit cannot provide absolute assurance of effectiveness.

Overall Assurance Rating



Substantial: A sound system of governance, internal control, financial management and risk management exists, with internal controls operating effectively and being consistently applied to support the achievement of objectives in the area audited.

Recommendations:

Priority	Number
Very High	0
High	0
Medium	2
Low	0

NB: Low level recommendations are reported directly to Services under review

Executive Summary

Governance arrangements for Swansea Bay City Deal (SBCD) continue to be satisfactory. SBCD is governed by a Joint Committee Agreement and reporting structures have been developed. Joint Scrutiny Committee meetings are held regularly and there is effective scrutiny by Members over individual Programmes and Projects, and the overall Portfolio. No issues were identified regarding the quoracy of Meetings.

Five recommendations were made during the 2022-23 Internal Audit review. It was confirmed that two recommendations have been completed in full (Change notification process and Impact of inflation and construction price rises). The remaining three are in progress, as work continues to be undertaken to ensure the changes are fully embedded (Enhanced monitoring, Budgetary control and Grant funding). Where relevant, outstanding elements of the previous recommendations have been incorporated within the recommendations in this report.

The Gateway Assurance Framework continues to operate, providing the structure and clarity for the management, resourcing and governance of Gateway assurance arrangements for the SBCD Portfolio and its constituent Programmes and Projects. Assurance Panel meetings are held regularly, with outcomes reported to the Programme (Portfolio) Board.

A Monitoring and Evaluation Plan has been developed to allow a clear structure for the delivery and monitoring of the SBCD. The Monitoring and Evaluation Plan was last subject to full review in Spring 2023. Currently, the Portfolio Management Office (PoMO) are developing the Evaluation Framework, to enhance the importance of evaluation within the Monitoring and Evaluation Plan and effectively measure the outcomes and impacts of interventions. It is intended that the Evaluation Framework will be presented for approval during Quarter one 2024-25, with a wider update of the Monitoring and Evaluation plan undertaken thereafter.

Effective Programme/Project management arrangements continue to be in place, and have been further strengthened through enhancements to the Change Control Process. Testing confirmed efforts to ensure compliance with the Change Control Process are beginning to come to fruition, with an increase in change notification/requests received by the PoMO during 2023-24 when compared to previous years.

Performance is monitored against performance targets by the PoMO, through RAG ratings on the Portfolio Dashboard and quarterly Programme/Project monitoring, through the monthly Highlight reports and the monitoring of benefits realisation data. Further enhancements to the quarterly reporting process are required to ensure synergy between the quarterly financial updates and the quarterly PoMO reporting, enabling both a strategic and holistic view of the financial status of a programme/project is taken into account when determining the RAG rating. Review of Highlight reports also identified that there is some repetition in the information that is presented (such as reiterating actions that have been completed, for example), and some variation between how Programmes/Projects present their update, and arrangements should be strengthened in this regard.

The SBCD operate a 5-year budget, which was approved by the Joint Committee on 09 July 2020, for the period 2020-21 through to 2024-25, with updates regularly presented to the Joint Committee for approval. Of the £1.3bn investment through the SBCD, over the lifetime of the City Deal, an estimated contribution of £625m is required from the private sector. The SBCD are aware of the risks relating to private sector investment, and this is included within the Portfolio Risk Register. A Private Sector Investment/Contribution Annual Report was prepared for 2022-23, and submitted to the Joint Committee in May 2023 to appraise Members of the current situation. It is recorded within the Portfolio Risk Register that it is intended that this report will be reproduced annually, with the next annual report due to be submitted through Governance Boards in June 2024.

Funding Agreements are now in place for all nine Headline Programmes/Projects, which will allow funding to be distributed to all partners on receipt of grant claim forms. Grant funding arrangements continue to require strengthening, to ensure Programmes/Projects comply with the requirements within the Funding Agreements, through the submission of regular grant claims, to enable the achievement of planned top-slice income.

Taking into consideration the above points, and based upon the detailed findings of the review, Substantial assurance is placed on the arrangements in place for Swansea Bay City Deal. The recommendations arising from this review have been consolidated within the Findings and Action Plan.

Findings and Action Plan

1.0 Monitoring Arrangements

Issue:

Quarterly Programme/Project Monitoring Reports and Monthly Highlight Reports (outside of the quarterly cycle) are prepared and presented to the Programme (Portfolio) Board and the Joint Committee, providing both a RAG rated and narrative update of Programme/Project progress.

Review of the monthly Highlight reports identified that there is some repetition in the information that is being presented, and also some variation between how Programmes/Projects present their update. For example, one Programme has one overall update on completed and planned activities, without clearly distinguishing between either. Additionally, the Programme does not report on risks or issues within their Highlight report.

It was also noted that further work is required to ensure there is synergy in the development of the Finance RAG ratings between the PoMO and the Finance team, which would allow both a strategic and holistic overview of the financial status of a Programme/Project to be taken into account when determining the RAG rating, for example by also considering the annual investment and grant draw-down status into the RAG rating determination. A framework for the determination of RAG ratings has been developed, however, this would benefit from enhancement to ensure all relevant factors are considered when deciding on which rating to apply.

Recommendation:

Monthly and Quarterly monitoring reports should be enhanced, to ensure Programme/Project progress over the period is clearly identifiable, and bring consistency to information reported. In addition, further work should be undertaken to enhance the synergy in the financial RAG rating of Programmes/Projects, by including the annual investment and grant draw-down status in RAG rating determinations.

Grading

Medium

Management Response:

A framework will be drafted and guidance provided to all Project/Programme Leads to ensure consistency across the Portfolio when reporting RAG status of the 6 categories (Delivery, Scope, Staffing / Resources, Finance, Stakeholder Engagement, Overall Rating) that make up the Scorecard within the Quarterly Report.

A more in-depth review will be undertaken by the PoMO with Project and Programme Leads regarding Highlight Reports and Quarterly monitoring. The aims will be to ensure all Programmes and Projects are reporting progress, reduce repetition between reports and provide consistency across the Portfolio e.g. all are reporting key risks and issues and their mitigating/resolving actions.

Responsible Officer:

Timescale for Implementation:

Portfolio Director & Regional Finance Manager

End of quarter 1 FY 2024/25

2.0 Grant Claim Process

Issue:

Funding agreements stipulate that grant claims should be submitted by lead bodies on a quarterly basis, to allow funding to be distributed to Programmes/Projects. As previously reported during the 2022-23 Internal Audit review, not all Programmes/Projects are complying with this requirement.

At the time of the audit, grant claims had been received from four Programmes/Projects, with funding distributed to two. Actual and planned payments, at the time of the audit, totalled £8,336,027, resulting in top-slice income of £125,000 that can be drawn down to support the annual PoMO budget, against a projected top-slice of £760,858 to be received during 2023-24. Internal Audit were informed that it is likely that further claims will be received in relation to Quarter 4, 2023-24, and the Swansea Bay City Deal Section 151 Officer outlined the funding strategy for the PoMO budget.

Advice was provided to the Finance Manager in regard to verification checks on receipt of grant claim forms, to ensure there was consistency in the verification process applied prior to distributing grant funding to partners.

Recommendation:

Programmes/Projects in delivery should submit grant claims on a more frequent basis, to allow funding to be distributed in a timely manner (and within the correct financial-year), enabling draw down of the top-slice to support the PoMO budget.

Grading

Medium

Management Response:

A reminder will be sent to Project Managers in respect of grant claim forms being submitted on a timely basis and these claims should include supporting evidence before funding can be released.

Responsible Officer:

Timescale for Implementation:

Regional Finance Manager
End of quarter 1 FY 2024/25

Report Distribution

Chris Moore, Swansea Bay City Deal Section 151 Officer
Jon Burnes, Swansea Bay City Deal Portfolio Director
Steven Aldred-Jones, Swansea Bay City Deal Finance Manager
Tracy Meredith, Swansea Bay City Deal Monitoring Officer

Auditor

Charlotte Hodges, Swansea Bay City Deal Deputy Head of Internal Audit

Key Dates

Fieldwork Complete	23 April 2024
Draft Report Issued	24 April 2024
Management Responses Received	10 May 2024
Final Report Issued	10 May 2024

Acknowledgement

We would like to take this opportunity to thank all staff involved for their co-operation during the audit review.

Contact Details

If the Internal Audit Service can be of any further assistance please contact:

- Matt Holder, Swansea Bay City Deal Head of Internal Audit
- Charlotte Hodges, Swansea Bay City Deal Deputy Head of Internal Audit

Assurance Rating Descriptions and Report Circulation

Assurance Rating	Description	Report Circulation
Substantial	A sound system of governance, internal control, financial management and risk management exists, with internal controls operating effectively and being consistently applied to support the achievement of objectives in the area audited.	Section 151 Officer/ Portfolio Director/ Finance Manager/ Monitoring Officer Programme (Portfolio) Board/Joint Committee
Reasonable	There is generally a sound system of governance, internal control, financial management and risk management in place. Some issues, non-compliance or scope for improvement were identified which may put at risk the achievement of objectives in the area audited.	Section 151 Officer/ Portfolio Director/ Finance Manager/ Monitoring Officer Programme (Portfolio) Board/Joint Committee
Moderate	Weaknesses or non-compliance were identified. Improvement is required to the system of governance, internal control, financial management and risk management to effectively manage risks to the achievement of objectives in the area audited.	Section 151 Officer/ Portfolio Director/ Finance Manager/ Monitoring Officer Programme (Portfolio) Board/Joint Committee
Limited	Immediate action is required to address fundamental gaps, weaknesses or non-compliance identified. The system of governance, internal control, financial management and risk management is inadequate to effectively manage risks to the achievement of objectives in the area audited.	Section 151 Officer/ Portfolio Director/ Finance Manager/ Monitoring Officer Programme (Portfolio) Board/Joint Committee

Recommendation Grading Descriptions

Recommendation Grading	Description
Very High	There is a serious risk to the organisation as a whole, or to the achievement of Strategic objectives through fundamental weaknesses in the control environment. Management action to implement the appropriate control is required immediately.
High	Remedial action is required urgently to improve the control environment so that objectives are not exposed to unacceptable risks through lack of or weakness in key controls.
Medium	Remedial action is required in a timely manner to improve the control environment so that objectives are not exposed to risks through weaknesses in controls.
Low	Remedial action is required as soon as practicably possible to enhance the control environment.

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SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 25th July 2024

HAPS Progress Update
<p>RECOMMENDATIONS/KEY DECISIONS</p> <p>To inform Joint Scrutiny Committee of the Homes As Power Stations project progress.</p>
<p>1. Introduction</p> <p>HAPS is a regional pioneering project to facilitate the adoption of the ‘HAPS approach’ i.e. the integration of energy efficient design and renewable technologies in new build and existing housing stock across the public, private and third sectors in the Swansea Bay City Region.</p> <p>It is a regional project led by Neath Port Talbot County Borough Council on behalf of the four local authority partners in the Swansea Bay City Region (SBCR): Neath Port Talbot County Borough Council, City and County of Swansea, Carmarthenshire County Council and Pembrokeshire County Council.</p> <p>The HAPS project will add value to existing and pipeline energy efficiency programmes, through the provision of targeted ‘additional’ funding. It will aim to establish a sustainable, skilled regional supply chain with the potential to establish the region as a centre of excellence in renewable technologies in housing.</p> <p>The aim of the project is to ‘prove’ the HAPS approach through a phased programme of activity, starting in the public and Registered Social Landlord (RSL) sectors, learning lessons from a comprehensive monitoring and evaluation of technologies process, developing a consistent ‘standard’, leading to the aggregation of the supply chain, disseminating the findings and encouraging the private sector to adopt the HAPS approach in subsequent phases.</p> <p>2. Progress Update</p> <p>HAPS has made good progress since the last Programme Board update where activities aligned to the project benefits (see Appendix 1) are being co-ordinated to ensure maximum impact and effect.</p> <p>This includes:</p> <p>2.1 Launch of the HAPS Financial Incentives Fund (£5.75m)</p>

This fund was launched in the second quarter of 2023 to encourage and support the uptake of the HAPS approach primarily with local authorities that have housing stock and Registered Social Landlords. Private Sector developers were also eligible to access the fund.

There was a significant amount of interest where, following a rigorous application and scoring process, 16 projects across the four counties were awarded funding of up to £300k per scheme. A total of £3.7m has been allocated in this initial phase of funding, creating 361 HAPS homes.

A full list of schemes will be published as soon as the legal agreements are in place.

Inception Meetings have taken place with the approved retrofit schemes to install monitoring equipment within the homes to capture data prior to works commencing. This will enable data to be compared following the completion of works.

2.2 Supply Chain Development Fund (£7m)

Work is ongoing with local authority business teams across the region to gather information on the current supply chains related to HAPS technologies and identify opportunities for businesses to diversify and grow to meet the HAPS objectives. This fund criteria is currently being scoped to maximise opportunities alongside other funds including UK Shared Prosperity Fund and funding available from UK Government and Welsh Government.

2.3 Technical Monitoring and Evaluation Contract (£1m)

An external independent organisation has been procured to support the ongoing technical monitoring of the various concepts of HAPS. The contract was awarded to Cardiff University's Welsh School of Architecture who have a proven track record in carrying out this specialist monitoring.

Information and findings will be disseminated to provide a 'Knowledge Sharing Hub' to build confidence and encourage a greater take up from the private sector.

Year 1 report is available for information (Appendix 2)

3. Project Benefits

HAPS has identified 22 project benefits (See Appendix 1) to be realised over a 15 year period, some also form part of the technical monitoring being undertaken by Welsh School of Architecture, Cardiff University.

Further examples of some of the project delivery linked to these benefits are as follows:

3.1 Encourage Behaviour Change / Sharing Learning / Increased Skills Development (PEOPLE)

To highlight and provide a greater understanding of HAPS technologies, a visit was arranged for the SBCD Joint Scrutiny Committee to visit the Tai Tarian development at Aberavon seafront.

This type of activity will continue to be a theme of HAPS, where engaging with stakeholders to increase the learning and understanding of how technologies can be used

to create homes with a reduction in CO2 emissions and more efficiently run, thereby reducing fuel poverty.

Funding has been identified to create two HAPS Demo Houses, this will enable a wide range of stakeholders to visit and gain a further learning of the retrofit process and better understand the impact of the technologies used.

Photo - Joint Scrutiny Committee Visit to Tai Tarian County Flats - March 2024



3.2 Leveraging Public & Private Sector Funding (FINANCIALS)

The HAPS project team continues to seek and support funding opportunities that will further enable the realisation of the HAPS Project Benefits.

Examples of successful applications include:

- UK Shared Prosperity Fund £250k (public funding)

Funding has been secured through Neath Port Talbot Council to create two HAPS Demo Houses in partnership with Tai Tarian and Cardiff University Welsh School of Architecture. The houses will enable businesses / contractors / students to visit and learn about the associated works and benefits.

- Microgeneration Certification Scheme (MCS) £75k (private sector funding)

A partnership project delivered in conjunction with Neath Port Talbot Group of Colleges, MOBIE (ministry of Building Innovation and Education) and Supply Chain Sustainability School.

Main aims;

- Engage with schools and pupils to promote green skills and low carbon opportunities and programmes.
- Ensure the project supports quality and its improvement.
- Ensure there is a strong link with the MCS contractors locally and the training providers. Enabling trainers to gain industry experience, and creating a two way exchange of ideas in addition to employment opportunities for learners.
- Ensuring trainers are kept up to date with industry developments.
- Develop new teaching and curriculum resources for use by one or more provider.

- Engineering and Physical Sciences Research Council (EPSRC) / UK Research & Innovation Investment (£5 million)

The Place Based Impact Accelerator Account 'SWITCH to Net Zero Buildings'– led by Swansea University, with Neath Port Talbot Council as a civic partner, will enable flexible

and agile deployment of resources to unblock barriers to adoption of net zero buildings in the region. The PBIAA will demonstrate the economic impacts of net zero policies, leading to growth of sustainable regional supply chains and diversification and integration with existing local industries.

- Launchpad, Innovate UK for business-led innovation projects and wrap-around support. (£7.5 million)

A partnership project between Neath Port Talbot Council, Pembrokeshire Council and Net Zero Industry Wales.

The proposal focuses on expanding the South Wales Industrial Cluster activity with the aim of strengthening the business case of innovative SMEs and larger industry. It aims to deliver growth in the net zero, renewable energy and circular economy sectors and high value employment.

- AHRC (Arts & Humanities Council) Transforming Housing and Homes for Future Generations (£4.6m)

This project will run from October 2023 to September 2025, across 50+ consortium members from Cardiff, Bath, Bristol and Exeter Universities, Swansea Council, Mikhail Riches, So Modular, We Can Make, Wood knowledge Wales, and the Alliance for Sustainable Building Products (ASBP). The project aims to create a new multi-partner, transdisciplinary, design ecosystem to transform housing for future generations using bio-based and non-extractive materials, together with renewable energy supply and storage. Prof Jo Patterson is Co-Director.

Financial Incentives Scheme (16 Schemes to date)

The £3.7m City Deal funding allocated for the 16 schemes will leverage £21.2m of public funding and £16.36m of Private Investment.

Total Investment	HAPS Funding	Private	Public
£ 41,286,288	£ 3,691,174	£ 16,355,562	£ 21,239,552

3.3 Increased Skills Development / Aggregation of Demand / Security of Energy (PEOPLE / FINANCIALS / ENVIRONMENT)

The HAPS Team supported Duracell in launching its first domestic battery. The event was held at the Botanical Gardens of Wales on 30th November '23 where nearly a hundred people attended which included landlords, electricians and builders merchants.

The event brought together industry experts to :

- understand the benefits of using a domestic battery,
- how to become a registered installer (MCS attended)
- hear about the financial support available. (Local Authority Business/Economic Development Teams)

The impact of the event is still being tracked but to date we know there are now 15 new companies that have become Platinum Installers for Duracell, as well as numerous contracts secured to install the product which is competitively priced and assembled in the UK.

Photos : Launch of Duracells Domestic Battery



Appendices:

Appendix A - HAPS Project Benefits

Appendix B - Progress Report for Technical Monitoring and Evaluation for Swansea Bay City Deal Homes As Power Stations Project (Cardiff University Year 1 HAPS Report)

OFFICER CONTACT

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City Deal Funding Streams

Financial
Incentives Fund
£5.75m

Tudalen87

Technical
Monitoring &
Evaluation
Contract
£1m

Supply Chain
Development Fund
£7m

BENEFITS

Realised
over 15
Years

Homes

Reduction in Energy use as
a result of technologies
used

Reduction in Fuel Poverty
from energy savings
100%

Warmer homes
10,300 houses

Improved air quality in
homes via combined
heating and mechanical
ventilation – ensuring
good air quality all year
round.

Overall improvement in
domestic SAP / EPC
ratings

Mainstream energy
positive homes

People

Improved health and
wellbeing – reduction in
respiratory and
cardiovascular conditions.

Encourage behavioural
change (residents &
industry) leading to
greater take up in energy
efficient technologies

Jobs Created
1804

Jobs with salary Uplift
167

Shared learning and
avoidance of abortive costs
for future developments

Increased skills
development

Financials

Private Sector Leverage
£375.9m

Public Sector Leverage
£114.6m

Greater take up of
investment in energy
efficient technology

Aggregation of demand –
which results in reduced
cost of renewable
technologies for housing.

Diversification of the
economy / centre of
excellence of renewable
technologies for housing

Additional economic
activity in the region
through supply chain
development

GVA – net additional

Environment

Local security of energy
supply through demand
side response
management

Support measures to
mitigate climate change by
reducing CO2 emissions
and energy consumption
New Build 9165 tonnes
Retrofit 9933

Reduction in greenhouse
gas (GHG) emissions as a
result of a reduction in
energy use

HAPS
Trawsnewid Cartrefi Cymraeg
Transforming Welsh Homes

Mae'r dudalen hon yn fwiadol wag

Progress Report for Technical Monitoring and Evaluation for Swansea Bay City Deal Homes As Power Stations Project

Reporting period: December 2022 – November 2023

Report produced by:

The Centre for a Low Carbon Built Environment, Welsh School of
Architecture, Cardiff University



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1 Overview of activity

The contract for the technical monitoring and evaluation for Swansea Bay City Deal Homes as Power Stations project (“HAPS Technical M&E”) was awarded to Cardiff University on 28th November 2022. The contract commenced on 1st December 2022 and will run until 30th November 2027. In December 2022 Professor Jo Patterson and Dr Emmanouil Perisoglou completed the formalisation of the contract and begun mobilising the project.

The job descriptions for the Research Associate and Project Officer roles were written and advertised publicly in January 2023. Dr Juan Fernandez Goycoolea (full time) started in the role of Research Associate and Esther Tallent in the role of Project Officer (2.5 days per week) on 1st April 2023. Professor Jo Patterson and Dr Manos Perisoglou will continue to be involved in the project as indicated in Figure 1 below. All HAPS Technical M&E team members have completed a basic DBS check, following online guidance from UK Government on which type of DBS check is suitable for the role. The DBS check was carried out by an external company that provides Cardiff University staff with a self-service DBS checking system called “Online Disclosures”.

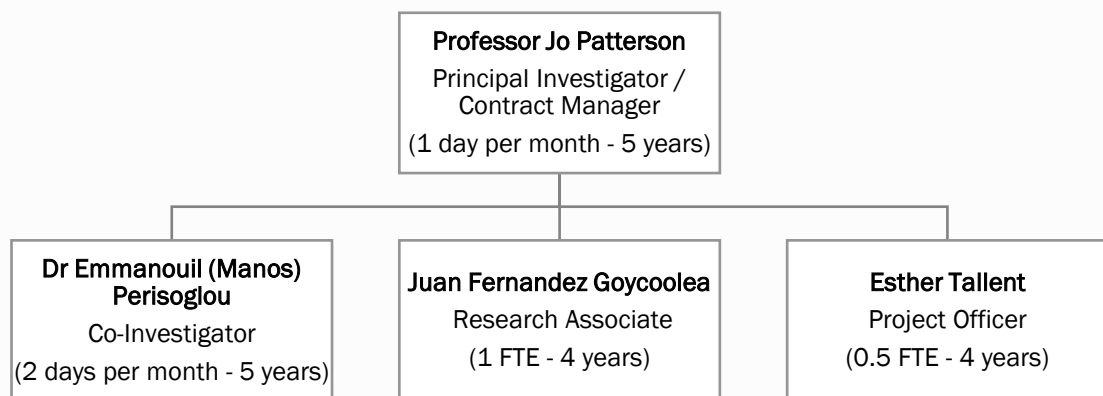


Figure 1: HAPS Technical M&E Team Structure

The HAPS Technical M&E team have focused on preparing and planning for project delivery ensuring they are familiar with the contract requirements and University requirements. This has included:

- identifying the proportion of retrofits and new builds to be monitored (see Figure 2);
- creating a timeline of activity for the different levels of monitoring (see Figure 3);
- understanding how data for each parameter within each level will be monitored;
- checking that existing monitoring equipment is operational, calibrated and stock is sufficient;
- selecting, purchasing and testing new monitoring devices;
- creating documentation and completing the University’s ethical review of the monitoring approach for each level of monitoring;
- creating consent documents for the homes that will be monitored;
- developing resident questionnaires for each level of monitoring;
- creating a method to capture, store and use data throughout the project;
- understanding the requirements for research data to be published in open data repository at the end of the project, and the need to capture consent at the outset;

- sharing knowledge with the HAPS Project Management team at a visit to the LCBE retrofit demonstration homes;
- attending all HAPS project Board Meetings;
- attending HAPS events such as the launch of the Duracell battery for home storage event at the National Botanic Garden of Wales on 30th November 2023;
- supporting the preparation of the successful application for the Strategic Partnership Fund to carry out two whole house demonstration retrofits with Tai Tarian;
- advising the HAPS Project Management team on the Monitoring and Evaluation approach and requirements;
- suggesting representatives to join the HAPS FIF evaluation panel;
- supporting the development of the application forms and guidance documents for the HAPS Financial Incentives Fund (FIF);
- participating in the Technical Evaluation of round 1 of FIF applications with Professor Jo Patterson leading the review of the retrofit applications.

The activities undertaken have demonstrated the HAPS Technical M&E teams commitment to the development and success of the HAPS programme as a whole. This supportive approach is how the HAPS Technical M&E team intend to continue working in future to enhance the impact of the HAPS programme across the region and beyond.

2 HAPS Technical Monitoring and Evaluation programme

The HAPS Technical M&E programme has been designed to gather data to evaluate delivery of the five overarching aims of the HAPS project as stated in the Proposal call documentation:

- technology performance,
- environmental conditions,
- fuel costs and poverty,
- energy savings,
- residents' behaviour,
- residents' health and well-being.

The HAPS Technical M&E programme will combine technically recorded numerical values of building performance such as temperature or energy consumption and user responses including comfort levels and household information. Building performance monitoring will involve a combination of long-term continuous monitoring such as regular measurements of indoor temperature and humidity, and short-term one-off data collection techniques such as air tightness and heat loss tests.

The HAPS Technical M&E programme has been structured to include three levels of monitoring to collect increasing depths of detail for the homes in each level. This sampling approach was included within the HAPS Technical M&E proposal and is based on the experience of Cardiff University's Low Carbon Built Environment (LCBE) team in implementing residential monitoring and evaluation programmes across South Wales. It also draws on the references of the sampling approaches implemented by the IEA Task 40 guide and recommended by the BS40101 Building Performance Evaluation standard. Flexibility when planning the HAPS Technical M&E approach was vital as the FIF recipients, the homes and the technology combinations were unknown. The HAPS

Technical M&E funding would not allow in depth technical monitoring of all 10,300 homes across the HAPS programme. An approach that is believed by the HAPS Technical M&E team to utilise the available funding to obtain the most appropriate and valuable level of data will be applied. The three HAPS Technical M&E levels are defined as basic, moderate and comprehensive, have been summarised in Table 1.

Table 1: Breakdown of sampling levels, data collection methods and source of information

Level	Data collection methods			
	Existing building parameters	Residents experience	Indoor conditions monitoring	Energy consumption monitoring
Basic	SAP data, info provided by FIF recipient	Short survey - online or paper-based	User satisfaction reported in short survey	A minimum of annual meter readings provided by resident
Moderate	SAP data, info provided by FIF recipient, PRESS tool	Extended online or paper-based survey	User satisfaction reported in short survey and basic monitoring (1 point per unit)	A minimum of annual meter readings provided by resident. Ideally billing data will be provided.
Comprehensive	SAP data, info provided by FIF recipient, PRESS tool, one-off tests (fabric and MVHR)	Extended face-to-face survey or interview	User satisfaction and detailed monitoring (min. 2 points per unit)	Detailed electricity and heat metering (8+ points per unit)

Figure 2. below specifies the expected proportional distribution of homes across levels and types of projects (retrofit or new builds). However, final numbers will be subject to the projects funded through the HAPS FIF and resident cooperation with the programme. Sampling quotas will be decided after each intake of projects.

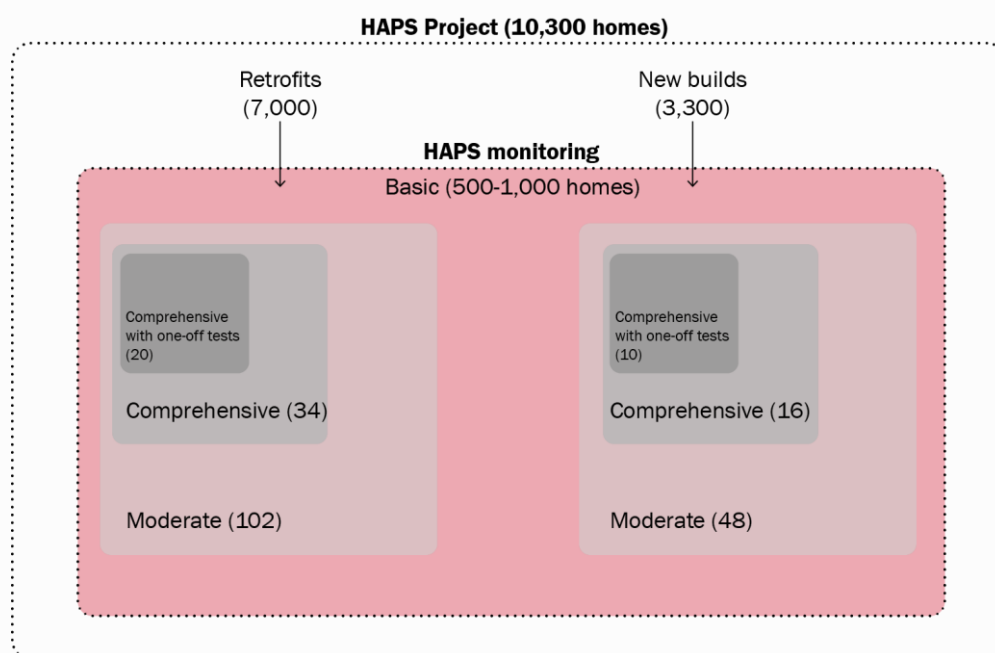


Figure 2: Breakdown of homes to be monitored within the HAPS Technical M&E programme

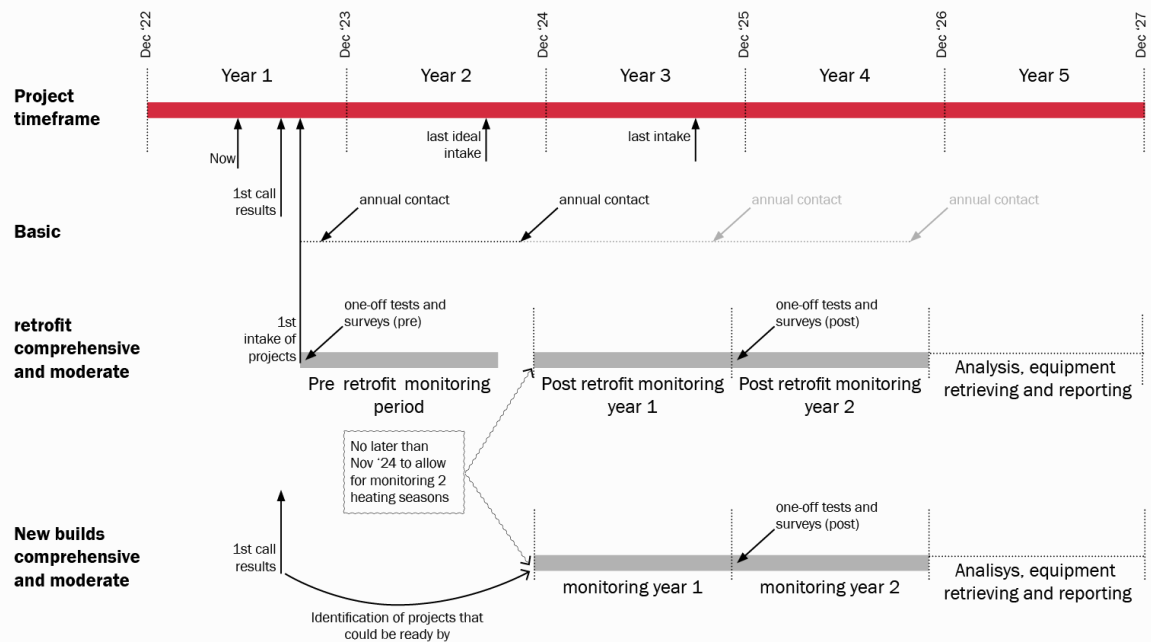
The HAPS Technical M&E programme has been structured to run for up to five years, ending in November 2027.

At least one year of pre-retrofit monitoring should be carried out to include at least one heating season to provide before works information. This will allow the HAPS Technical M&E team to accurately assess the impact of the improvements in terms of final energy demand, indoor environmental conditions, and other aspects such as fuel poverty. It is suggested that monitoring periods should start no later than November each year to ensure full heating seasons are included.

Where possible two years of post-works monitoring should be carried out for both retrofits and new builds. This will allow the accuracy of measurements to be maximised and to compensate for any possible data losses, anomalies or issues with the systems. To achieve two years of post-works monitoring installations by FIF projects would need to be complete by November 2024. This will be encouraged and used as part of the selection process when choosing projects to monitor to the comprehensive and moderate levels. However, a minimum one year of post-works monitoring including one heating season is essential.

Considering these requirements, Figure 3 illustrates the timeline of the HAPS Technical M&E programme indicating the annual intake of M&E projects. It highlights that the sampling and monitoring of retrofitted homes should be prioritised during the first year to allow for the one-year pre-retrofit and two years post-retrofit monitoring. Monitoring for the retrofitted homes sampled within the comprehensive level should ideally start in November 2023. The timeline for new build homes is more flexible, however, Figure 3 highlights that to include a two-year monitoring period the sampled new build projects should ideally be finished and occupied with monitoring equipment in place by November 2024.

Due to the FIF application process and evaluation timing, it will not be possible to complete a full year of pre-works monitoring for some of the retrofit projects and two years monitoring post-works will be challenging to capture and analyse before December 2027. The HAPS Technical M&E team will prioritise working with FIF retrofit projects to collect as much pre-works monitoring data as possible. After this the focus will be on working with the FIF new build projects to ascertain the expected completion date of each unit so that as many as possible can be monitored for at least one year post-works and ideally longer for some.



Comprehensive and moderate total: 150 homes

Figure 3: Workflow timeline for different levels of technical monitoring

3 Technical monitoring case studies

3.1 Existing Low Carbon Built Environment (LCBE) projects

The LCBE team are monitoring a number of domestic properties as part of other ongoing and completed projects. This includes retrofit and new build case-studies whose outcomes are of value to the HAPS project either due to their location, in the Swansea Bay City Deal region area, and/or due to the whole house energy systems approach that has been applied. These projects present a learning opportunity for the HAPS Technical M&E programme and were included in the HAPS Technical M&E proposal submitted by the LCBE team. The key outcomes of these projects are available on the Cardiff University website and project factsheets are available in hard copy or as pdf.

The HAPS Technical M&E team will continue to monitor these homes. Further involvement with these projects will require the cooperation and consent of the project partners and occupants and a review of the monitoring equipment functionality. Collaboration agreements are currently being prepared to enable this to continue. Information about these projects is displayed in Table 2. Two of these projects, containing 9 homes, are within the Swansea Bay City Deal region and can therefore be considered as part of the HAPS programme.

Table 2: Ongoing monitoring projects general information

Completed	Type	Location	Units	House type	Tenure	Technologies installed
2015	New Build	Bridgend	1	Detached	Private	Solar panels, battery, air source heat pump, transpired solar collector and mechanical ventilation with heat recovery.
2014	Retrofit	Rhondda Cynon Taff	1	Mid-terrace	Social housing	Solar panels and battery.
2018	Retrofit	Rhondda Cynon Taff	1	End-terrace	Social housing	Solar panels, battery, transpired solar collector and mechanical ventilation with heat recovery.
2020	Retrofit	Swansea	6	Bungalow	Social housing	Solar panels, battery, ground source heat pump, mechanical ventilation with heat recovery.
2021	Retrofit	Neath Port Talbot	3	Terrace and Semi-detached	Private	Solar panels, battery, air source heat pump with oil and mechanical ventilation with heat recovery or positive input ventilation.
2021	Retrofit	Ceredigion	6	Semi-detached	Social housing	Solar panels, battery, air source heat pump, and mechanical ventilation with heat recovery or positive input ventilation.
2022	Retrofit	Bridgend	1	End-terrace	Social housing	Solar panels, battery, air source heat pump, mechanical ventilation with heat recovery.

Highlights from the whole house energy retrofit of six off-gas bungalows in Swansea are:

- The comfort of the homes has improved significantly. The internal temperature is consistent with the thermostat set by the resident. The humidity levels and supply of fresh air are managed by the mechanical ventilation with heat recovery (MVHR) system.
- The amount of energy used by the homes reduced by 72% and most of this was provided by the solar panels directly or via the battery. A large amount of excess energy generated by the solar panels was exported to the national grid. This results in both lower energy bills for residents and reduced carbon emissions.
- The home's Energy Performance Certificate (EPC) rating improved from as low as G (12) before the retrofit to A (95-100) after the retrofit.

Further details can be found here:

<https://www.cardiff.ac.uk/architecture/research/projects/low-carbon-built-environment-project/whole-house-energy-retrofit-of-six-1970s-off-gas-bungalow-retrofits-in-swansea>

3.2 Tai Tarian Sandfields project

The HAPS Project Management team identified a potential opportunity for the Tai Tarian County Flats project located in Sandfields in Port Talbot to be included within the HAPS Technical M&E programme. Tai Tarian are implementing a re-development project involving retrofit and new build properties, using different insulation materials and technologies in different phases of the development.

In July 2023 the HAPS Technical M&E team met with Tai Tarian and visited the site to explore the potential for monitoring these homes as a pilot study. The first phase of the development was nearing completion at the time and already had some monitoring

equipment installed. This presented the opportunity for the HAPS Technical M&E programme to explore how to work with existing monitoring systems and complement them with additional equipment to ensure that all parameters that need to be measured for the HAPS Technical M&E programme could be achieved. The second phase, which was due to start, presented the opportunity to observe the construction phase and install appropriate monitoring equipment as well as to monitor the properties post-retrofit or post-construction for two years. The third phase which was yet to start, presented the opportunity to gather pre-retrofit data ahead of any works starting in addition to observing the construction and post-retrofit stage. After the visit the HAPS Technical M&E team created a detailed monitoring plan, a fact-finding list of questions, a list of pre-monitoring requirements and a list of equipment to purchase specific to this site.

The HAPS Technical M&E team met again with Tai Tarian in early September to present the proposed monitoring plan and to discuss the technical requirements in more detail. There was a positive discussion and response. The FIF application process was open at the time, and this was communicated to Tai Tarian. However, Tai Tarian did not submit an application. No further communication was received from Tai Tarian so the technical M&E opportunity has not been taken up.

4 HAPS Technical M&E project delivery plan

Following submissions and independent evaluation, the successful FIF applicants were notified on November 24th 2023, and application details were shared with the HAPS Technical M&E team. The information in the application forms has been reviewed to gain an understanding of each of the projects and to consider the potential M&E approach for each site, including suitability for moderate and/or comprehensive monitoring. Some organisations have been successful with applications for both new build and retrofit projects. The successful projects include:

- 7 new build sites comprising 142 properties across 3 different organisations;
- 9 retrofit sites comprising 219 properties across 7 organisations.

The HAPS Technical M&E team have confirmed with the HAPS Project Management team that there is a need for a Collaboration Agreement to be signed between the organisations receiving the FIF and the University, to clarify the University's role and the requirements for monitoring works. The University will provide a Collaboration Agreement to the HAPS Project Management team for this purpose. The Collaboration Agreement will be issued to the organisations alongside the HAPS FIF funding agreement with NPTCBC. The HAPS Technical M&E team has emphasised the need to meet with all successful FIF projects urgently to begin implementation. The retrofit projects should be prioritised to attempt to capture data from the current heating season.

An inception meeting with the HAPS Project Management team, the HAPS Technical M&E team and all of the successful FIF retrofit projects has been set for 30th January 2024 in Baglan. After this, the HAPS Technical M&E team will engage directly with the FIF project teams to prepare a detailed monitoring plan to be implemented inline with their delivery plans. The HAPS Project Management team will secure the funding agreements and collaboration agreements required to enable the implementation.

5 Social and community benefits

5.1 Educational opportunities, graduate placements, community initiatives and secondment opportunities

Cardiff University have just launched a placement/secondment scheme under its Harmonised IAA programme. There is a possibility for an application to be submitted by the team to secure funding to enable a placement or secondment which will need to demonstrate impact.

As already demonstrated with the funding leveraged, the HAPS Technical M&E team will identify funding sources as they arise and look out for calls to create paid-for placements. Prof Jo Patterson is the Director of Research within the Welsh School of Architecture, is part of the Net Zero Innovation Institute Management Board, a board member of the Place Based Impact Accelerator with Swansea Council and the deputy Chair of the Wales Innovation Network Net Zero strategic group and as such will be made aware of relevant calls and funding sources that could be used to support the delivery of HAPS.

5.2 Recruitment opportunities

In line with Cardiff University's HR processes the Research Associate and Project Officer roles for the HAPS Technical M&E team were initially advertised internally to redeployment candidates (existing members of staff with less than 6 months remaining on their contract). The Project Officer role was fulfilled through this route. There were no suitable redeployment candidates for the Research Associate role and so this role was advertised externally and fulfilled by a recent PhD graduate from the University.

5.3 Information sharing networks and training sessions

During the reporting period the HAPS Technical M&E team have attended a variety of information sharing network activities and shared information about the role within the HAPS project. These include:

Date	Event title	Attended by	Which sector are the attendees from?
24/04/23	Wales Innovation Network launch	Prof. Jo Patterson	Net Zero from across Wales – Jo is now Cardiff Uni Rep and Deputy Chair of the WIN NZ Strategic Committee
26/04/23	Tai 2023 Conference	Presentation given by Prof. Jo Patterson	200+ attendees Housing sector, RSL's, Local Authorities, Welsh Government.
05/05/23	GW4 anniversary event	Prof. Jo Patterson	Senior leaders of Bath, Bristol, Cardiff, and Exeter Universities.
12/07/23	WG Local Area Energy Planning Workshop on domestic retrofit	Prof. Jo Patterson	Housing sector, RSL's, Local Authorities, Welsh Government.

05/09/23	Association for Public Service Excellence (APSE) Energy Event - Swansea	Presentation given by Prof. Jo Patterson	40+ Local Authority staff from housing sector
08/08/23	Filming for BBC news	Prof. Jo Patterson interviewed	Public
17/10/23	Secretary of State for Wales and Wales Innovation Network event for research and Innovation in Wales.	Prof. Jo Patterson and Manos Perisoglou attended and had a stand promoting outcomes	Welsh and UK Government representatives
14/11/23	Housing Decarbonisation – Community of Practice Event	Prof. Jo Patterson key speaker at this event – PRESS tool	Housing sector, RSL's, Local Authorities, Welsh Government
29/11/23	British Academy Policy Insight Workshop	Dr Manos Perisoglou	Cross sector environment and sustainability professions with social science research
06/12/23	CABE Conference - Built Environment LIVE 2023, two-day live technical symposium and exhibition.	Prof. Jo Patterson presented with Q&A Retrofit of Domestic and Non-Domestic Buildings	Construction, technical, trades, building safety and building engineers

As Co-Director and key partners in the Arts and Humanities Research Council funded project Transforming Housing and Homes for Future Generations, opportunities to promote the Homes As Power stations programme are frequent, both within the consortium which includes 50 partners from 7 organisations as well as a much wider stakeholder audience interested in retrofit and the general improvement of housing stock.

5.4 Supply Chain Opportunities

As noted in the overview section, the HAPS Technical M&E team attended launch of the Duracell battery for home storage event at the National Botanic Garden of Wales on 30th November 2023.

Now that the HAPS FIF projects have now been identified there will be scope to identify Supply Chain opportunities and the HAPS Technical M&E team will work closely with Neath Port Talbot Council to support and develop these.

6 Investment leveraged

During the reporting period, the Cardiff University Low Carbon Built Environment team have been successful in bidding for and securing new project funding through:

- HAPS retrofit Shared Prosperity Fund demonstration homes**
 This project will run from January to December 2024 using Shared Prosperity funding secured via NPTCBC to create two demonstration homes with Tai Tarian. The project will showcase the process of retrofit including modelling and monitoring, and showcase the retrofit solutions available.
- Transforming Housing and Homes for Future Generations**
 This project will run from October 2023 and September 2025. In total the project funding is £4.6million across 50+ consortium members from Cardiff, Bath, Bristol and Exeter Universities, Swansea Council, Mikhail Riches, So Modular, We Can Make, Wood knowledge Wales, and the Alliance for Sustainable Building Products (ASBP).

The project aims to create a new multi-partner, transdisciplinary, design ecosystem to transform housing for future generations using bio-based and non-extractive materials, together with renewable energy supply and storage. Prof Jo Patterson is Co-Director.

- **Embedding good practice into social housing to enable progress towards Net Zero high quality homes**
One Research Associate will be funded initially for 12 months to develop a retrofit strategy with Trivallis Housing Association.
- **Investigating the benefits and challenges experienced by owner-occupiers who are undergoing a whole house retrofit to stimulate large scale uptake**
One Research Associate and one Research Assistant for (part of the time) will be funded through the Place Based Impact Accelerator Account Project Net Zero Buildings led by Swansea University.

7 Finance update

7.1 Budget

The HAPS Technical M&E team have conducted quarterly informal budget reviews this year. Staff have been recruited and charged to the project as outlined in the original proposal. There has been a review of the existing stock of monitoring equipment available to the HAPS Technical M&E team and some new (upgraded) equipment has been purchased for testing prior to implementation. There has been significantly less purchased than anticipated due to the delays in confirming the FIF projects. Purchasing of monitoring equipment will now take place within the next six months to allow timely installation. The HAPS Technical M&E team will continue to conduct quarterly budget reviews to capture forecast costs and ensure that the current underspend is used appropriately.

7.2 Invoicing

Cardiff University have issued an invoice for the first 12 months of project delivery. The intention is to invoice every six months in future.

8 Risk Register

The Technical M & E risk register is included in an excel document. In addition, each project that has successfully applied for the HAPS FIF has submitted a risk register for each application / scheme. There will be a requirement to update these as the projects progress.

The Centre for a Low Carbon Built Environment

Welsh School of Architecture
Cardiff University

Twitter: @LCBE_WSA

The University welcomes correspondence
in Welsh or English. Corresponding in
Welsh will not lead to any delay.

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Prifysgol Caerdydd

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Mae'r Brifysgol yn croesawu gohebiaeth
yn Gymraeg neu yn Saesneg. Ni fydd
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Mae'r dudalen hon yn fwriadol wag

SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 25th July 2024

SBCD Quarterly Monitoring Report			
RECOMMENDATIONS/KEY DECISIONS To inform Joint Scrutiny Committee of the SBCD Quarterly Monitoring Report for both the SBCD Portfolio and its constituent programmes / projects			
1. Introduction SBCD Quarterly Monitoring Report for the SBCD Portfolio and its constituent projects provides Joint Committee with a summary of key activity for Q4 2023/24 and current quarter planned activity.			
2. Background 2.1 Appendix A: Dashboard Quarterly Monitoring A summary of all the Quarterly Reporting documentation. It was agreed by Joint Committee that the following components would be included in the initial iteration in quarterly monitoring dashboards:			
Item	Theme	Update	Annex
1.	Programme / Project RAG Status	Yr Egin Delivery has moved from Green to Amber, Change Notification to be submitted. Yr Egin Staffing has moved from Green to Amber. No effect on Programme overall RAG.	A / B
3.	Portfolio Red Risks	Red Risks remain at 5. 4 Amber Risks closed this quarter reducing overall number of Risks to 25. 4 Amber Risks closed: <ul style="list-style-type: none"> 1.) Timeframe for end of current EU funding programmes 2.) Unallocated £5.3m funding 3.) Operations of the PoMO (Moved to Issues Log) 4.) Co-opted members not attending 	A

		Programme Board / Joint Committee	
4.	Portfolio Red Issues	No Red Issues, decrease from 1 last quarter.	-
5.	Benefits Realisation	Increase in jobs created from 567 to 597	C
6.	Financial Management	Detailed information is in the Quarterly Financial Monitoring Report which will be submitted to the July Joint Committee and Joint Scrutiny in September.	-
8.	Assurance & Audit Reviews	Audit Action Plan will be included as part of the quarterly update.	D
9.	Communications & Engagement & Business Engagement	Part of Quarterly Monitoring Report	B
10.	Procurement Pipeline	As below table	F
11.	Construction Impact Assessment	This report shows an estimated £43.5m shortfall across the portfolio due the current pressures affecting the construction sector. No change since last quarter.	G
12.	Internal Audit Recommendations Report	Update on recommendations 2022/23	E

2.2 Appendix B: 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

2.5 Appendix C: Benefits Realisation

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

Increase in jobs created from 567 to 597 due to an increase with Pentre Awel (23) and Campuses (1) and Innovation Matrix (6)

Total Investment has increased from £272.72m to £289.29m due to an increase with HAPS

2.7 Appendix D: Portfolio Gateway 0 Review Action Plan

The SBCD Portfolio Action Plan available in Appendix D has been developed in response to the recommendations made in the Gateway 0 review undertaken in July 2023

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.

2.8 Appendix E: Internal Audit Action Plan

An Internal Audit was completed April 2023 with a Substantial (Green) rating awarded. The Action Plan highlights progress made on the 5 recommendations listed in the Audit Report. 2 out of 5 complete, 3 on going.

Internal Audit 2023/24 Recommendation Report has been submitted this month, an Action Plan detailing progress will be submitted next quarter.

2.10 Appendix F: Procurement Pipeline

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

Changes reflect that the projects and programmes are in delivery and maturing their procurement plans with more accurate delivery target from contractors.

Project/programme procurement movement this quarter include:

Table 1

Waterfront	<ul style="list-style-type: none"> 71/72 Kingsway office accommodation - Completion date moved from Q1 2024 to Q3 2024 Innovation Precinct - Procurement date moved from 2024 to Q1 2025, On Site date moved from 2024 to Q2 2025, Completion date moved from 2025 to 2026. These are predicted dates and not yet agreed with UWTSD SLT.
Yr Egin	<ul style="list-style-type: none"> Creative Business Hub2 - Procurement date moved from Q4 2023 to Q4 2024 (Predicted not yet agreed by UWTSD SLT). On site date moved from 2024 to 2025 (Predicted not yet agreed by UWTSD SLT). Completion date moved from 2024 to 2026 (Predicted not yet agreed by UWTSD SLT).
Digital Infrastructure	<ul style="list-style-type: none"> Rural Connectivity - Design date moved from Q1 2024 to Q2 2024. Procurement date moved from Q2 2024 to Q3 2024. On site date moved from Q4 2024 to Q1 2025. Completion date added Q4 2026.
Campuses	<ul style="list-style-type: none"> Phase 1a Morriston refurb - Procurement date moved from Q1 2024 to Q1 2025. On site date moved from Q4 2024 to Q3 2025. Completion date moved from Q4 2024 to Q1 2026. Phase 1b Campuses building - On site date moved from Q2 2024 to Q3 2024. Completion date moved from Q2 2026 to Q3 2026.

Pentre Awel	<ul style="list-style-type: none"> 4 Projects added: <ol style="list-style-type: none"> 1.) Zone 1 EV Charging Operator 2.) Zone 1 Site security 3.) Zone 1 Leisure equipment 4.) Zone 1 Interior Designer
SILCG	<ul style="list-style-type: none"> SWITCH Specialist Facility(Construction) - On Site Date moved from Q1 2024 to Q4 2024, Completion Date moved from Q2 2025 to Q4 2026. SWITCH Specialist Equipment - Completion Date moved from Q3 2025 to Q4 2026. Low Emission Vehicle Charging Infrastructure - Completion Date moved from Q1 2023 to Q4 2024. Hydrogen Stimulus On Site Date added Q3 2024 and Completion Date added Q1 2025. AMPF Construction - Procurement Date amended to Q4 2024. On Site Date moved from Q1 2025 TO Q4 2025. Completion Date moved from Q2 2026 to Q4 2027. AMPF Specialist Equipment - Design date moved from Q4 2022 to Q4 2024. On Site Date moved from Q2 2026 to Q3 2027. Completion Date moved from Q2 2026 to Q4 2027. AMPF End Operator - Design date moved from Q4 2025 to Q4 2024. Procurement date added Q4 2024. Completion date added Q4 2026. Property Development Fund Completion date added Q4 2026.
PDM	<ul style="list-style-type: none"> PDZ - Offshore Surveys - Not carried out due to reprofiling of RDF Funds. PDZ - Environmental Scoping Review - Complete PDZ - Project Evaluation- Complete PDZ - Specialist Project Support - Complete PDZ - PDZ - Legal Services - Complete PDZ - Multi-connection Offshore Substation (MOS) Concept Design Study - Complete PDZ - Environmental scoping - defining the scope of the Environmental Surveys that will inform the EIA - Complete PDZ - Technical feasibility and concept design - Complete PDZ - Land Agen Support Services - Complete PDZ - Animation - Complete PDZ - PDZ MOS PRE-FEED - Complete Pembroke Dock Infrastructure - All activities listed complete.

2.11 Appendix G: Construction Impact Assessment

The purpose of the Construction Impact Assessment Summary is to combine cost/risk/issues and impact assessment to highlight and quantify the specific cost increases/risks/issues currently being experienced throughout the construction industry and the resulting effect across the SBCEP Portfolio.

SBCEP 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.

The current report is in a new format that presents the information more concisely.

This report shows an estimated £43.5m shortfall across the portfolio due the current pressures affecting the construction sector. No change since last month.

Table 1 shows a summary of risks identified in Programme / Project returns. No change since last reported:

Table 1

Risks	Impact Field	Scope	Targets	Time	Reputation	Stakeholder/ Partnerships	Proj. Costs	Procurement	Resources
Red		1	0	7	0	0	4	0	0
Amber		11	20	19	20	12	23	18	5
Green		35	27	21	17	35	20	29	42

Appendices:

A: Dashboard Quarterly Monitoring

B: SBCE Quarterly Monitoring Report

C Benefits Realisation

D: Portfolio Gateway 0 Action Plan

E: Internal Audit Action Plan

F: Procurement Pipeline

G: Construction Impact Assessment

OFFICER CONTACT

Name:

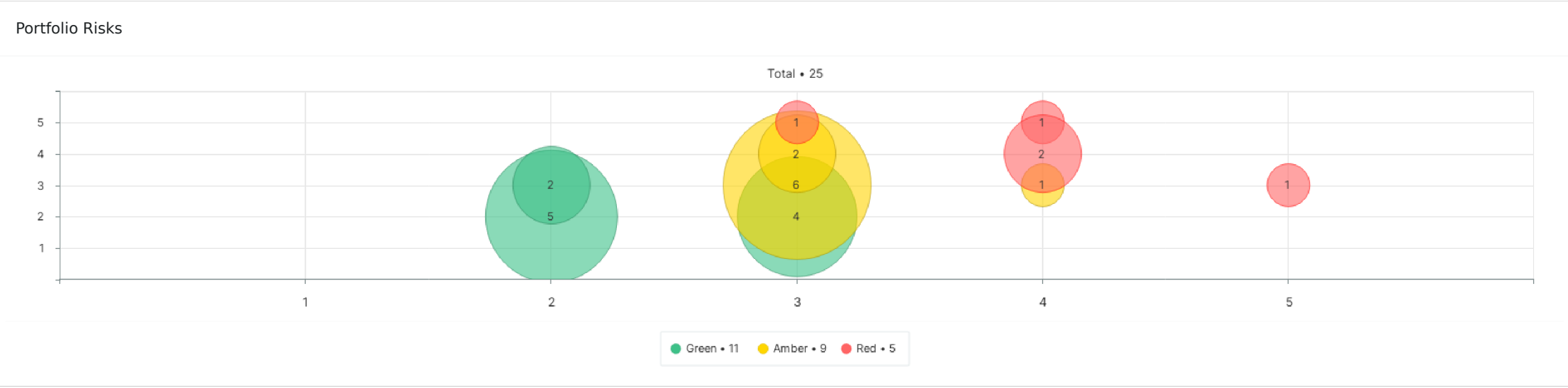
Jon Burnes

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Mae'r dudalen hon yn fwriadol wag



SBCD Portfolio RAG Status							
Name ↑	RAG Delivery	RAG Scope	RAG Staffing/resource	RAG Finance	RAG Stakeholder Enagement	RAG Overall Rating	☰
Campuses	Red	Green	Green	Red	Green	Red	
Digital Infrastructure	Amber	Green	Green	Amber	Green	Amber	
HAPS	Amber	Green	Green	Amber	Amber	Amber	
PDM	Amber	Green	Green	Green	Green	Green	
Pentre Awel	Green	Green	Green	Green	Green	Green	
SILCG	Amber	Green	Green	Amber	Green	Amber	
Skills & Talent	Green	Green	Green	Green	Green	Green	
Swansea Waterfront	Amber	Green	Green	Amber	Green	Amber	
Yr Egin	Amber	Amber	Amber	Amber	Green	Amber	
Tudalen109							



Red Risks

Name	Resid...	Description	Mitigation Plan	
Tudalen110				
Increase in cost of construction	Red	Risk that cost of construction may increase impacting on budgets set out in Programme / Project Businesses resulting in an overspend	09/10/23 Latest Construction Impact Assessment (CIA) summary demonstrates a £36m funding gap which is an increase from £31m in previous month. This is due to Campuses and PDM rising cost of construction. Mitigation in place for both projects as detailed in report. Continue to monitor and update CIA report Linked to Issue ID021. 11/12/23 Latest report demonstrates an estimated £42.9m overall funding gap which is an increase from £36m in previous month due to an increase with SILCG SWITCH component. Mitigating action being undertaken by NPT to reduce £6.8m increase in costs. Overall portfolio mitigating actions leave a residual impact of £11m to be addressed by lead delivery organisations. 08/04/24 Overall current estimated construction cost has increased to £43.5m. An increase of £1.2m since the last report to PB in March-24. The increase is in relation to the SILCG SWITCH Project. CIA Report summarises the key mitigations and resolutions in place to close the funding gap. The Residual Gap currently stands at £12.7m. Continue to monitor. PoMO to request in Joint Committee that the CIA report goes back to quarterly reporting	
Welsh Government 2021 update of TAN) 15 development risk of flooding, coastal erosion & associated flood planning maps.	Red	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 land owners and local authorities to potentially achieve planning permission and ultimately develop land affected by the 2021 updates.	09/10/23 Awaiting update. 18/12/23 PoMO to raise at SBCE Programme Board on 16th January. 24/04/24 WG have been working with NRW to understand the integrity of existing flood defences in the National Growth Areas set out in Future Wales. Coincident with this the TAN got stuck due to the FM election and changes to the Cabinet. Now this uncertainty is out of the way WG expect to be putting advice to the Cabinet Secretary soon with a redrafted version of the TAN	
In Year Underspend	Red	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.	09/10/23 The reprofile Q1 2023/24 reported a circa £50m slippage for 2023/24. Financial forecasting will continue to be monitored. 11/12/23 Q2 2023/24 reported circa £39m slippage.Digital Infrastructure, HAPS, Pentre Awel and SILCG 08/04/24 Q3 2023/24 reported circa £43.4m slippage. Currently monitoring Q4 2023/24 slippage. Explanatory notes will be provided in Q4 monitoring on the reasons for slippage.	

Tudalen 111	Slippage in delivery of programmes / projects against key milestones	Red	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.	09/10/23 PoMO to query with projects experiencing in year slippage as to the wider impacts to delivery and timescales. PM's to submit change notifications detailing known or potential slippage 04/01/24 Q3 2023/24 slippage currently being compiled. 11/04/24 FY 2023/24 has demonstrated further slippage. As a consequence the PoMO instigate a point in time assessment of Programme / Project slippage against original targets.
	Prog/Proj delivering all outputs and outcomes within the business case	Red	Risk that programmes and projects will not deliver elements of the business case resulting in depleted benefits being delivered. Currently funding agreements ensure that programmes and projects are committed to the delivery of business case objectives through the delivery of the outputs, however some of the business cases rely on the outcomes in order to realise the benefits within them. It is a risk if both outputs and outcomes are not delivered upon, however if an output or outcome is not attempted then the organisation will have failed to use best endeavours	16/10/23 Monitoring & Evaluation Task & Finish Group in place which will determine all portfolio, programme and project deliverables and a framework to evaluate against BC targets. PoMO will continue to attempt to incorporate benefits realisation into Celoxis with dashboard . 18/12/23 Monitoring & Evaluation Task and Finish Group to share initial draft of Framework to Project Leads in Q4 2023/24, PoMO working with all project leads to populate benefit realisation templates to incorporate into SBCD Governance reporting. 11/04/24 PoMO are continuing to work with Programme / Project Leads to finalise Benefit Profiles, and aim to submit to Governance Boards in Q1 2024/25.

Portfolio Gateway Review Action Plan			
Task 	Task : Planned Finish	Comments	
1 - Reinforce communication of the strategic, regionalised approach, both internally and externally	31 Jul 24	Meet the City Deal Pembrokeshire event held 20th July and Carmarthenshire event confirmed for 27th November. Portfolio representation at Careers Wales events, Welsh Business shows, Welsh Construction show and Intro Biz Expo in October Established SBCD Construction and Community Benefits sub group and Monitoring and Evaluation Task and Finish Group. Meetings held and schedule of future meetings set	
2 - Further develop the benefits management approach to shift the focus to sustainable social and economic uplift, not just enablers.	31 Jul 24	SBCD Monitoring and Evaluation Task and Finish Group established. Initial meeting held in August and Group now meeting at regular monthly intervals Engagement initiated with other City and Growth Deals to identify best practice Meetings held with project teams to clarify requirements for benefits realisation and reporting. Benefits registers, profiles and maps being developed at a project level Engagement initiated with other City and Growth Deals to identify best practice	
3 - Review and refresh the Portfolio Governance structure	29 Dec 23	Discussions ongoing	
4 - Emphasise the focus on Dependencies and Opportunities	30 Jul 24	ESB involvement in the development of project proposals and engagement being promoted across the portfolio as projects are developed and delivered. ESB Test and Challenge session held in October to discuss the Enhanced AMPF OBC	

Active Change Requests		
001	Innovation Matrix Reprofile	Change Request Confirmation of Financial Reprofile Confirmation of revised Delivery Timeline
003	Swansea Waterfront	Change Notification Update Completion Date Swansea Arena Update Planned Completion Date 71/72
002	Digital Infrastructure Change Notification	Change Notification Confirmation of Business Case Updates
004	PDM	Change Notification Confirmation of PDI Completion Date
005	Campuses	Change Notification New estimate for sketty lane construction cost is £17.2 M as opposed previously forecast from the funding gap paper
006	SILCG	Change Request NPT Council obtained approval from SBCD JC to develop an enhanced business case for the SILCG AMPF projects. The NNZSCoE business case is attached detailing the Green Book 5 Case structure (strategic, economic, commercial, financial and management cases).
007	PDM	Change Notification Date change will allow Swansea University to recruit a PhD student who will make a significant contribution to their activities based around the fatigue testing equipment that was partly funded with City Deal grant The new end date also means that the full financial year of 2025/26 is now within the City Deal spending period, which aligns better with other funding sources that the PDM partners will be applying for Timeline - 7 month extension to the period over which City Deal funding will be defrayed Benefits - More time and better alignment to financial years should increase our ability to win further funding to deliver the MEECE project outcomes and impacts.
008	PDM	Change Request Change Information Notice 2 was approved in May 2023 to push the output achievement date for IP4 (progress toward planning consent for the PDZ element) to the end of the FY 26/27. Following approval CSP have updated PDZ’s financial profile to match, extending the City Deal funding profile from the end of FY 23/24 by 36 months out to end FY 2026/2027. This revised profile along with supporting narrative formed part of the recent Business Case Addendum process being shared with PoMo and accountable body finance officers
003b	Waterfront	Change Notification Extension to 003 Milestone completion date for 71-72 Kingsway (Digital Village) has changed from the business case V003 October 2023 to March 2024. This delay to programme is due to a (now resolved) dispute with BYUK on groundwork programme scope. There is no change to the project benefits as stated in the business case as they will be realised within the City Deal timeline.
009	HAPS	Change Notification HAPS Supply Chain Fund reprofile. Since the overall HAPS Project financial reprofile in Q2 2023/24, a further reprofile for the HAPS Supply Chain Fund (SCF) has been undertaken to accurately reflect the planned expenditure profile for the fund. The change will ensure alignment with several additional regional funding opportunities from UK Government including UKRI, Levelling up and SPF. A scoping exercise has been undertaken, ensuring funds and opportunities add value and are maximised, whilst reducing potential duplication/ conflict with complimentary funding schemes.

Mae'r dudalen hon yn fwiadol wag

Swansea Bay City Deal Portfolio

Quarterly Monitoring Report

(Q4 2023/24)

Programme / Project Scorecard							
Prog / Proj	Status Update	Delivery	Scope	Staffing Resource	Finance	Stakeholder Engagement	Overall (change)
Digital Infrastructure	Programme remains on target to deliver objectives. PSBA FFIB order is in build phase, forecasted for completion by Q2 2025-26. Dark Fibre Phase 1 procurement now completed with preferred supplier appointed. We anticipate contract award mid-April 2024 with delivery to commence by the end of April. Dark Fibre Phase 2 PIN issued on Sell2Wales, with PPME to begin w/c 15 th April; there has been significant interest from the market to date. 5G Investment Fund continues to be open for applications with further EOIs submitted by SBCD and public sector partners, and subsequent applications to follow. First award to Campuses project 5G Living Lab in delivery, on track for completion within agreed timescales. Stakeholders in UK and Welsh Government continue to be fully engaged, working closely with the programme, ensuring alignment of national and regional connectivity projects, notably Project Gigabit. NROMR and Project Gigabit intervention areas have been reviewed, with initial scoping of better broadband in-fill completed to inform best way forward to complement and maximise government intervention and commercial rollout. Initial analysis shows Carmarthenshire and Pembrokeshire as significant beneficiaries of Project Gigabit which ensures the programme's better broadband in-fill procurement targets those hardest to reach. PIN to be issued for in-fill at the beginning of May 2024, with PPME to take place end of May 2024. Tender to be issued June 2024. Benefits Realisation exercise for 2022-23 to be completed by early Q1 2024-25 – slight delay due to the availability of data. Digital Innovations and 5G Technology event scheduled for Q1 2024/25 at Swansea.com stadium to discuss the benefits, opportunities, and challenges that emerging technologies can offer the City Deal region; considering what that means for our society and the economy, as well as addressing common concerns regarding the infrastructure that underpins this innovation. Central engagement and communications officer continues to work on event planning, press releases, engagement and educational video content to support programme delivery and engagement with stakeholders. Local teams fully resources and working well across the region with key stakeholders, notably fibre/mobile network providers, internal departments, and open access network providers. Swansea Council's local team recently secured Open Access Agreement (OAA) with Freshwave, ensuring streamlined and efficient use of council owned assets to support the rollout of infrastructure for mobile network providers. Pending signatory of identical OAA with Ontix. Continuous dialogue with UK and Welsh Governments, and key national and regional private sector partners, including leading telecoms providers. Central team in regular contact with other growth deals to share best practice/lessons learned/challenges.						↕
Tudalen 116							
Pembroke Dock Marine	PAR review completed in Sept / Oct 23, which concluded PDM is mostly green with some Amber (focusing on Outcome and Impact related benefit realisation)						↕
Pentre Awel	Delivery - Remains Green. Works being delivered and managed in accordance with the NEC3 Construction Contract. Formal works commenced on 6 th February 2023 and are progressing to programme - significant below ground works completed (which traditionally brings a higher level of risk) with key pre-commencement planning conditions discharged enabling the start of above ground activities. Finance – remains Green as forecasted construction cost remains in tolerance with the contract sum agreed with Bouygues UK and prior approval at Full Council. Z Clause for managing inflation risk of key materials has been removed from NEC3 contract. Swansea University has signed an agreement to lease for its demise, and agreements with Hywel Dda University Health Board in the process of being finalised. Discussions are ongoing with other prospective FE and HE tenants. External structure has been completed, culminating in the Topping Out event on 29 th February 2024. Internal works progressing well.						↕
Yr Egin	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). Internal team putting in place process to identify required revisions to meet industry requirements post-COVID. Project team moving forward with Change Notice for Egin Phase 2 but this will only be submitted when the new University Senior Leadership Team have agreed the direction of travel	↑		↑			↕

Quarterly Monitoring Report

Delays with the funding agreement have started to affect the timeline of the project. Funding agreement signed January 2024. A change notification will be submitted to reprofile timelines of outputs. Scope of the project remains unchanged as per the Business case however particular focus is on the affordability of the Phase 1 Singleton development and Morriston Management Centre. Mitigating actions formulated and circa £4M approved for Singleton phase 1 by Swansea University. Delivery and finance red due to funding agreement only being signed

A large proportion of the HAPS Financial Incentives Fund has now been allocated, supporting over 360 homes across the region. HAPS supported two successful applications to leverage funding from UK Government supporting the realisation of the project benefits, financially totalling £12.5m

Multiple projects in delivery namely SWITCH, AQMP, LEV, PDF, H2 stimulus project- Bay Technology Centre is currently at 50% occupancy with active pipeline of enquiries. Morgan Sindall appointed for the design and build of the SWITCH Harbourside facility with monthly design meetings ongoing starting in May 23. Enhanced AMPF project is going through an OBC process in consultation with stakeholders, this has now been approved by all parties. SILCG Programme Board meets quarterly. Delivery Amber due to pandemic and knock on delays to some projects. Lessons learned from BTC construction is informing future projects such as SWITCH. Finance changed to Amber to reflect funding gap on SWITCH. PDF stage 2 process underway. LEV strategy under development. AQMP project recruited new data analyst

19 Pilot projects and 2 Apprenticeship developments have now been approved by RLSP board and are in delivery.

71-72 Kingsway: Practical completion for Cat A works is targeted for mid April. CAT B Works: BYUK to undertake landlord fit out works, completion currently programmed for end of July.
Arena Hotel – Agents have begun marketing for the hotel.
Innovation Matrix has begun onsite. Discussions ongoing between Swansea Council & UWTSD about the delivery of the Innovation Precinct.
Trinity projects - funding on amber



Title	Portfolio Management Office (Communications & Marketing)	Reporting Period	Q4 2023/24
Officer	Heidi Harries (SBCD Communications & Marketing Officer)		

Key achievements

- 67 positive mentions in local, regional, national and specialist media. Previous quarter was 45 therefore up by 22 mentions. 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 include: What happened in 2023: An annual summary, Pentre Awel topping out event, SPARC launch. Meet the City Deal Event in Swansea, Kingsway video updates, Arena shortlisted for an award.
- X posts - From 1st January to 31st March: Number of followers is 1,563. Post impressions is 4,454.
- Facebook posts - From 1st January to 31st March: Number of followers is 963. Post impressions is 7,024.
- Planned and held the Swansea Meet the City Deal event and the Neath Port Talbot Meet the City Deal event with around 100 people attending each one. The Swansea event included a pm session with Careers Wales advisers who work across schools in Swansea. Egin, Carmarthen.
- Represented the City Deal in the 4th Region Swansea City Centre Conference, Marine Energy Wales Conference and Carmarthenshire Careers Event.
- Version 7 of Marketing, Communications and Engagement Plan approved by Programme Board.
- Social posts and/or web updates including City Deal Events, Kingsway latest pictures, META successful trial, International Women's Day, HAPS Job Opportunity, Milford Haven port progress etc
- Preliminary meetings with PLs on new website requirements and brainstorming.
- Helped co-ordinate Pentre Awel Topping Out Ceremony
- Ordered new pop up stands for use in exhibitions.
- Attendance in ongoing Marketing and Communications subgroup meetings with the Pembroke Dock Marie project and Pentre Awel project.

Key Activities planned

- Attend events including Welsh Business Show and Welsh Construction Show in Cardiff.
- Finalise the Annual Report
- Plan key milestones and City Deal events/visits for the rest of the calendar year.
- Co-ordinate the Digital Infrastructure 5G Technology workshop.
- Development of new website.
- Press releases on upcoming activities.
- Finalise Marketing budget planning and forecasting.

Continued updates on the website and social media.

Title	Portfolio Management Office (Business Engagement)	Reporting Period	Q4 2023/24
Officer	Peter Austin (SBCD Business Engagement Manager)		

Key achievements over the last 3 months

Support Programmes and Projects - Ongoing support for programmes and projects this quarter includes:

- Supporting Pentre Awel at the community benefits steering group
- Met with programmes and projects to discuss future website upgrade.
- Met with programmes and projects to discuss updates to construction costs paper.

Events - Events attended include:

- Arranged and delivered regional showcase event with Swansea Council at Swansea Arena
- Exhibited at MEW 2024 at Swansea Arena
- Exhibited at 4theRegion Swansea City Conference Swansea Arena

Business Engagement -

- 4theRegion Construction workshop
- Meeting with Nikki Hegarty-Jones, BCRS re Investment Fund for Wales
- Meeting with Sara Pardoe, Social Value Partnership/Para sport Wales
- Meeting with Paul James, Red Kite Law. Passed introductions to stakeholders
- Meeting with Christian Roberts, Nest EV, passed introduction to stakeholders.
- Meeting with Gareth Rees, 2Wish Charity. Event follow up.
- Meeting with Rhian Elston Development Banc Wales & Chris Foxall

Support stakeholder groups

- Attend Joint Scrutiny to present Carbon Reduction Paper.
- Attended CEIC project Advisory Panel meeting (Swansea & Cardiff Universities)

Economic Strategy Board - This quarter focussed on:

- Arranging meeting and site visit to Pentre Awel – postponed due to non-availability of Members at short notice.
- Liasing with CJC team to support advisors group set up

Other Activity:

- Completed revision of Comms, Marketing and Engagement Implementation Plan and associated documents and presentation to Programme Board
- Undertook Funding recognition Plaque development and presented paper to Programme Board
- Attended Building Cost Information Service (BCIS) Construction Costs Inflation webinar
- Attended UK Gov and Welsh Government Procurement webinars
- Meeting with Tinint to review delivery of website contract
- Meeting with Angela Williams, Business Wales, introduction meeting
- Meeting with Sell2Wales re procurement page
- Attend Digital Communications Wales (DCW) AI webinar
- Assist with Portfolio Business Case update
- Preparing Ministerial letters

Ongoing Activity

- Managing upgrade and development of new SBCD website
- Planning and arrangements for Business Engagement Workshop
- Continued monitoring of construction costs and associated reporting.
- Monitoring Apprenticeship register reporting.
- Monitoring Portfolio procurement pipeline
- Updating the PoMO Events planner
- Responding to enquiries received via the City Deal email inbox and other avenues.
- Managing SBCD LinkedIn account
- Support Comms & Marketing officer in promotion of SBCD

Key Activities planned

- Manage project delivery for update of SBCD Website
- Meet the City Deal event NPT, Margham Park
- Arrange and deliver Business Engagement workshop 7th June
- Draft year end Private Sector Contribution report
- Continue to engage and support stakeholders, programmes and projects, businesses, and ESB Board
- Support Comms & Marketing officer in promotion of SBCD

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	Q4 2023/24
SRO	Rachel Moxey		

Budget	
Total Budget	£63.9m
City Deal	£28m
Public	£18.4m
Private	£17.5m
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)

PDI update

- Use of slipway/pontoons commenced.

PDZ update

- Secured £877k funding for Milford Haven Hydrogen Kingdom (MHHK) (subject to contract).
- Clarity requested from MOD for PDZ Highly Surveyed Routes, Positive response received and No impact on PDZ
- Submitted The Subsea Soundscape Project (S3) bid and completed final interviews. Awaiting final decision in July.
- Signed LOI with a commercial partner to develop the PDZ.
- Presented at Destination Renewables (Grid Workshop) educational event at Pembrokeshire College.
- Attended SBCD Meet the City Deal Event.
- Presented at MEW.
- Mobilisation of MHHK Project.
- Attended SBCD Supporting Businesses in Neath Port Talbot and the Region Event.

META update

- Remote River Energy System (RRE tidal turbine successfully deployed tested and validated.
- Cardiff University marine low carbon concrete experiment successfully completed and decommissioned.
- Pembroke Dock wave survey complete.

MEECE update

- Exhibited, presented at and attended MEW Annual conference.
- In collaboration with Milford Haven Museum, won £35k from Pembrokeshire Sustainable Communities Fund, to install a marine energy exhibit.
- Won funding for Milford Haven Hydrogen Kingdom Project from South Wales Launchpad (subject to contract) a £2.1M project, with £877k grant, to scope feasibility of a floating wind project in the PDZ to generate hydrogen offshore.
- Won £220k funding through the Tidal Lagoon Challenge call to deliver FLO Max, a project looking at the optimal operation of tidal lagoons.
- Attended Welsh Freeports launch event in London.
- Attended Meet the City Deal events in Swansea and Neath Port Talbot.
- Attended Offshore Energy Alliance Cluster Supply Chain and Innovation event at AMRC Cymru in Chester.
- Attended Tidal Range Alliance event in Bristol.
- Submitted two bids for funding through Place-based Impact Accelerator Account call.

- Submitted project bid into ECOFlow call.
- Submitted bid into OWEC call.
- Succeeded with funding bid into SBCD Skills and Talent for South Wales cohort of Fit4 Offshore Renewables.

Key Activities planned

PDI

- Planning of Lot 3 scope options underway.

PDZ

- Commencement of Delivery for MHHK April 1st
 - Ongoing consultation with key stakeholders around lease variation in line with PAR recommendation.
 - Development of PDZ Business Plan.
- Consenting Strategy Workshop for MHHK planned with NZIW and ERM Dolphyn

META

- ERM offshore H2 test to be deployed ay META in May.
- PEBL innovative remote monitoring units to be trailed at META for next 6 months.

MEECE

- Begin Delivery of MHHK project.
- Begin Delivery of TLC project.
- Attending and presenting at Environmental Interactions of Marine Renewables conference, Orkney April '24.
- Attending Milford Haven Energy Cluster meeting in May '24.
- Attending Hydrogen Innovation Initiative launch event in Cardiff, May '24.
- Planning for local engagement seminars for future Launchpad calls.
- Attending All Energy conference in Glasgow May '24.
- Attending MEW Members' Seminar in Venue Cymru July'24.

Project Title	SBCD Campuses Project	Programme / Project Lead	Clare Henson
Local Authority Lead	City and County of Swansea		
Project Delivery Lead	Swansea University	Reporting Period	Q4 2023/24
SRO	Keith Lloyd		

Budget	
Total Budget	£130.44m
City Deal	£15.00m
Public	£58.01m
Private	£57.43m
Description	
<p>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.</p>	

Key achievements
<ul style="list-style-type: none"> Continued workstream meetings held with WS1 Morriston Management Centre, WS2 Sketty Lane, WS3 Education, WS4 Enterprise and Innovation, WS7 Research, WS8 Health and well being WS9 Morrison Link Road, Singleton Phase 2 WS2; Sketty lane <ul style="list-style-type: none"> Engaging with stakeholder groups Pre app received from Swansea Council Planning. RIBA stage 3 design progressing Design commission for Wales Meeting attended 5G Vodafone bid – SU Singleton and Bay sites surveyed. Morriston hospital initial site visit All funding agreement fully executed Continued development of key business relationships and development of research and innovation collaborations
Key Activities planned
<ul style="list-style-type: none"> WS2 - Complete Stage 3. WS1 - Morriston Management Centre Review design brief and amend where necessary. WS4 and 5 - Continued discussions with Vodafone UK senior leadership and other stakeholders to develop cluster of companies and commercial opportunities

Project Title	Homes as Power Stations (HAPS)	Programme / Project Lead	Oonagh Gavigan
Local Authority Lead	Neath Port Talbot County Borough Council		
Project Delivery Lead	Neath Port Talbot County Borough Council	Reporting Period	Q4 2023/24
SRO	Nicola Pearce		

Budget	
Total Budget	£505.5m
City Deal	£15m
Public	£114.6m
Private	£375.9m
Description	
<p>HAPS is a regional pioneering project to facilitate the adoption of houses with energy efficient design and renewable technologies in both new build and existing housing stock in the public, RSL and private sector across the City Region. The project will support the implementation of renewable technology by facilitating collaboration across the region and creating a platform to share lessons learned. The Technical Monitoring and Evaluating contract will provide data and the ability to realise many of the project benefits. HAPS will support a regional supply chain of proven technology to enable the wider benefits associated with the project.</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 a regional supply chain of proven technologies. Establish an open access knowledge sharing hub to share the project findings with all sectors across the region and wider Tackle fuel poverty Further decarbonise the regional economy Improve residents' health and well-being 	

Key achievements
<p>Project Development</p> <ul style="list-style-type: none"> OPUS Business Solutions completed an initial supply chain mapping exercise. Simon Griffiths from OPUS presented findings and recommendations to Project Board. Additional round of Supply Chain Lead interviews were held, successful post holder due to commence 17th July 2024. FIF application forms, guidance, and scoring criteria complete with stakeholder, WSOA and legal department input. Scoring panel/Technical Advisory Panel member list for the Financial Incentives Fund was approved by Project Board Comms and Marketing Plan commissioned and created by Urban Foundry which was presented to Project Board. Ongoing engagement with stakeholders to raise awareness of Financial Incentives Fund. FIF 'landing page' created on SBCD website to provide supplementary information for potential applicants. Technical Monitoring and Evaluation planning meetings held with Cardiff University Welsh School of Architecture to ensure collaboration with existing work and current opportunities. Subsidy Scheme finalised ready for uploading onto the WG Transparency Database. Secured £75k of funding from MCS to enable foundational work to be undertaken with schools and colleges, this is aligned to the skills strand of the project. Secured £250k Shared Prosperity Funding to create a HAPS Demo House in NPTCBC Completed first call for applications to the HAPS Financial Incentives Fund. Event with SO Modular in Neath has taken place, highlighting Modern Methods of Construction, using Welsh Wood – a supply chain within the region. 16 Applications approved for the HAPS Financial Incentives Fund. Supported the launch of Duracell's Home Battery – event held in The Botanical Gardens, Carmarthenshire.
Key Activities planned
<p>Project Development</p> <ul style="list-style-type: none"> Work with the regional LAEP (Local Area Energy Plan) staff to ensure opportunities are maximised. Support RLSP on a Retrofit Event – being held on 20th May 2024 at Parc Y Scarlets, Llanelli. Meeting with ARCH (A Regional Collaboration for Health) to discuss opportunities for supporting work around health and housing. Arrange inception meetings for successful FIF schemes for New Build projects.

- Plan online / web content to raise awareness of FIF Projects.
- Finalise scoping of Supply Chain Development Fund to present to Project Board.

Outputs

Project Outcomes

- Facilitate the adoption of renewable technologies in 10,300 properties (7,000 retrofits and 3,300 new builds)
- Develop a regional supply chain of HAPS related renewable technologies
- Technical Monitoring and Evaluation - determine the efficacy and impacts of renewable technologies on new build and existing housing stock
- Establish knowledge sharing hub for all sectors

Project Outputs

- Reduction in energy use as a result of the additional technologies funded by HAPS for new build and retrofit homes,
- New build = £564 per home Retrofit = £758 per home by 2033
- Reduction in greenhouse gas (GHG) emissions as a result of reduction in energy use, New build = £71 per home Retrofit = £99 per home by 2033

	Supporting Innovation and Low Carbon Growth		
Local Authority Lead	Neath Port Talbot County Borough Council	Programme / Project Lead	Brett Suddell
Project Delivery Lead	Neath Port Talbot County Borough Council	Reporting Period	Q4 2023/24
SRO	Nicola Pearce		

Budget

Total Budget	£64m
City Deal	£53m
Public	£5.5m
Private	£5.5m

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,
- National Net Zero Skills Centre of Excellence
- Property Development Fund

Key achievements

Project Development

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- Urban Foundry provided first draft of brand identity, preference voted on by programme board and agreed.
- Agreement on new SILCG programme and sub project branding by SILCG board and stakeholders
- Supporting Tata Transition Board with project prioritisation requests for further details
- Discussions with PoMO on new SBCD website
- Urban Foundry workshop took place with project leads – develop SILCG logo and individual project logos along with guidelines for use etc.
- Attended SBCD Monitoring and Evaluation Sub Group
- SILCG PB meeting held on 14th March
- Attended KPMG Workshop - Local Economic Action Plan (LEAP) meeting in January
- Attended a SBCD meet Leeds area equivalent in January
- Meeting with 5G innovation fund project
- Attended (virtually) 2 day IDRIC conference

Bay Technology Centre

- The Centre is now 50.04% let with an active pipeline of enquiries
- Heads of Terms have been signed to set up a strategic partnerships office in the BTC for use by UKSPF funded projects to increase the interaction with existing tenants and provide a hot desk base for UKSPF projects to use.
- The APSE are featuring the BTC in their energy magazine which is due out in the next few months.
- The High Value Manufacturing Catapult have signed heads of terms on 1st March for office 0.06. A further two leases on the ground floor are expected to be signed in early April. This suite of rooms in the BTC will be to provide an interface for Welsh based organisations to access the wider UK Catapult network.

SWITCH

- The team have continued to work with Morgan Sindall and their subcontractors to optimise the internal space of the SWITCH Harbourside facility
- Work is ongoing by Morgan Sindall to address the risk register and minimise the costs around this.
- Ongoing work to reduce external construction costs as much as possible.
- These activities should be completed in the next few weeks
- Ongoing workshops with Morgan Sindall to progress to RIBA stage 3 and identify opportunities for cost reduction

Enhanced Advanced Manufacturing Production Facility & NNZSCoE

- Discussions with interested stakeholders have taken place
- Active discussions taking place around delivery and operator models for the centre.
- WG organised a meeting on 14th February around HVM catapult where NPT Council presented vision for EAMPF

Property Development Fund

- The project team have continued to support applicants through the Stage 2 process of round 1 and provided guidance and assistance.
- Completed Stage 2 applications have been received from 3 companies.
- Each application has been reviewed by a QS.
- Each application has been submitted to the SILCG Board and approved subject to caveats.
- The Council launched round two of the Property Development Fund in November 2023 via a press release. EOIs assessed.
- Each application has been submitted to the SILCG Board and approved subject to caveats.
- The Council launched round two of the Property Development Fund in November 2023 via a press release and received four expression of interests- https://www.npt.gov.uk/1410?pr_id=7325
- Previously anticipated there would be an underspend based on the completed Stage 2 applications for round one, however, round two has filled us with confidence that all of the spend will now be met. More info on Stage 2 applications will be provided in the next update.
- The project team have continued to support applicants through the Stage 2 process and provided guidance and assistance.
- Each application has been reviewed by a QS & received a valuation report.
- A completed stage 2 application is due to be received from one company.

Hydrogen Stimulus Project

- The Protium Green Solutions 100kW electrolyser installed at the USW Hydrogen Centre in Baglan has continued to produce green hydrogen and has supplied hydrogen vehicle operations of Hyppo Hydrogen.
- This electrolyser is the largest of its type (Alkali Exchange Membrane/ AEM) in the UK and is now the basis of follow on Hydrogen Research stimulated by the development.
- Additional external funding has been secured
- USW have joined with an industry and academic consortium, led by CR Plus to bid for funding via the Launchpad: net zero industry, South West Wales – R1 Collaborative R&D programme.
- The installed electrolyser at the USW Hydrogen Centre in Baglan continues to produce green hydrogen. USW are working with partners to extend the number of hydrogen vehicles available in the region, including engagement with Bus and Truck suppliers. This activity will now converge with identifying potential hydrogen vehicles to be deployed in the NPT fleet.
- Significant effort continues with partners to stimulate industrial hydrogen for decarbonisation projects at scale within the region, as well as the Western Gateway hydrogen steering group, encompassing hydrogen activities in South Wales and the West of England.

Air Quality Monitoring Project

- The second Ricardo report has been reviewed.
- A next steps meeting has been held with monitor suppliers.
- NPT has decided they are content with the findings of the report and are now awaiting comments from Vortex.
- Report will be ready to present to the board once comments from Vortex are received.

Low Emission Vehicle Charging Infrastructure

- NPT Zero Emissions Vehicle Infrastructure Strategy presented to NPT scrutiny committee and accepted as a report. The committee requested a strategic action plan be prepared based on the report.
- WG/TfW Cenex LA and health Board Trust EV Infrastructure Roadshow event hosted by NPT TransiT transport decarbonisation workshop held at SU
- WG/TfW Service Desk EV Infrastructure Support workshop
- NPT Zero Emissions Vehicle Infrastructure Strategy presented to NPT scrutiny committee and accepted as a report. Preparation of a strategic action plan is underway.

Key Activities planned next Quarter

Project Development

- Due to the departure of Dr Brett Suddell as Programme Manager on 12/04 a new PM is being advertised for with interviews expected to take place around 15th May, in the interim Lisa Willis and Julia Lewis will support the SILCG programme

Bay Technology Centre

- Look to promote and sign up additional tenants

SWITCH

- HoT to be progressed and agreed
- Morgan Sindall to submit PAC to NPT for consideration

Advanced Manufacturing Production Facility/NNZSCoE

- Set up meetings to engage local stakeholders to decide on an operator model
- Visits planned to local HEI partners
- Progress Land negotiations with WG

Property Development Fund

- The project team will continue to support applicants.
- One applicant has undergone a subsidy control assessment and an award letter, together with terms and conditions is due to be sent out early April. Two other companies are due to undergo subsidy control assessments soon.

- Each application has undergone a valuation report, which have been reviewed. Some further discussions to take place with one of the companies.
- Four, round two expression of interest forms were received and three have been invited to stage 1

Hydrogen Stimulus Project

- Further development of the technical aspects of the Hydrogen Stimulus project will take place, including finalising designs for the upgraded hydrogen vehicle refuelling facility at the Baglan Hydrogen Centre.
- Ongoing supply of hydrogen from the USW/Protium Electrolyser at the Baglan Hydrogen Centre
- Hydrogen Projects stimulated by this activity will continue to be explored in NPT and within the Swansea Bay City Region.
- SWITCH PBIAA, GW-SHIFT PBIAA and H2SHIFT projects will continue

Air Quality Monitoring Project

- Take forward the field trial report from Ricardo and work out the next steps.
- Discuss condition of network with Ricardo and obtain upgrade costs proposals.

Low Emission Vehicle Charging Infrastructure

- Develop procurement routes for commercial collaboration on ULEV TF Project
- Prioritise PFAs leading from NPT ZEVI
- Develop 'Fast Track' programme from PFAs

Outputs

Project component	Expected Outputs
Technology Centre	Construction of an energy positive hybrid commercial building (2500 m2) completed
SWITCH	Specialised open access facility created to enhance applied research for steel & metals industry (4000 m2)
	Provision of specialised equipment to enhance research for steel & metals industry
Hydrogen Stimulus Project	Increase capacity for hydrogen production at the Hydrogen Centre at Baglan Energy Park
Air Quality Monitoring Project	Procurement & installation of 70 sensors in and around the Port Talbot Air Quality Management Area (AQMA)
LEV Charging Infrastructure	Regional strategy for LEV charging
Advanced Manufacturing Production Facility	Specialist hybrid facility providing a range of industrial / production units with pilot line and office space (4000 m2)
	Provision of open access specialist equipment advised by industry with academia input
National Net Zero Skills Centre of Excellence	1000m2 facility located on site with AMPF
Property Development Fund	Property Development Fund targeted on the Port Talbot Waterfront Enterprise Zone (expected premises created 6000 m2)

Project Title	Pentre Awel	Programme / Project Lead	Alex Williams
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	Carmarthenshire County Council	Reporting Period	Q4 2023/24
SRO	Chris Moore		

Budget

Total Budget	Tudalen127	£199.19m
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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, expansion space for businesses, elements of both open market and social and affordable housing, and a hotel.</p>	

Key achievements in Q3 2023/24

Construction:

A key construction milestone was realised in February 2024 following completion of all elements of the superstructure (external frame of the building), culminating in a 'Topping Out' event on 29th February attended by UK Government, City Deal, supply chain and project partners. As of w/c 8th April 2024, Zone 1 is in week 62 of the construction programmes and continues to make headway. Key highlights in the period include:

- Installation of glulam timber structure in the pool hall
- Commencement of Mechanical & Electrical works and partitioning within Building B which will accommodate Swansea University's Health and Wellbeing Academy
- First capital plant installed in March
- Developing design for cafe, leisure retail/customer hub and signage & wayfinding
- Northwest lake footpath laid and now open for public use. Northeast section completed and currently under inspection with a view to opening late April
- BYUK has completed 90% of its procurement activity
- The adverse weather has disrupted key construction activities on site, resulting in a 2 week prolongation of programme

Community Benefits:

- 2,228 person weeks of TR&T delivered during the construction phase to date, inclusive of 31 apprentices and 44 new entrants (mix of unemployed, long term unemployed, NEET and economically inactive). Over half of those recruited from the NEETS and long-term unemployment target groups reside in the Llanelli area (8 of 15).
- BYUK has interacted with 605 pupils and delivered 106 hours of educational engagement.
- Residents Surgery held onsite 6th February 2024
- BYUK and its supply chain has agreed to support Llanelli homeless football team initiative, providing £5,000 of sponsorship

Project Update:

- Gleeds has been commissioned to update the City Deal Business Case. This will allow for a reprofiling of the economic, commercial and financial cases as a considerable period of time has lapsed since the original submission in 2020.
- Pentre Awel Business and Innovation Plan endorsed at Steering Group on 6th March 2024. First draft of marketing literature prepared. The Council has engaged three commercial property agents to help promote letting opportunities via health, wellbeing and life sciences networks.
- Interviews and recruitment for 3 SPF Project Manager posts (1) Business and Clinical Innovation; (2) Research and Product Development; (3) Social Models and Community Health. These posts will help develop a 'pipeline' of businesses ready to move into the Pentre Awel ecosystem once opened, together with the practical 'wraparound' support to be offered to businesses/organisations based onsite

- A Third Sector Protocol has been drafted to formalise procedures and processes for voluntary organisations seeking to lease office space within Zone 1
- Completion of RIBA Stage 3 design for Hywel Dda's community healthcare and research space. RIBA Stage 4 has begun in earnest following written confirmation from the Health Board. An updated design and construction programme is awaited which will show an extended completion date for this space. Solicitors will be instructed to agree the Intention to Lease.
- Swansea University has signed an Agreement to Lease for its demise within Zone 1. It has set up an Implementation Group to agree the scope of services/training to be delivered from its Health and Wellbeing Academy.
- PIN Notice issued in advance of a formal tender exercise in May 2024 to procure an EV charging operator. This will be a 'call-off' via the Crown Commercial Service - Vehicle Charging Infrastructure Solutions (VCIS) dynamic purchasing system (DPS) framework.
- Dialogue continues with FE and HE providers to explore the viability of 'Teach and Treat' within Zone 1 across a number of disciplines including pharmacy, optometry and dentistry, as well as a number of options around more vocational skills.
- Attendance at 'Meet the City Deal' events in Swansea and Neath Port Talbot

Key Activities planned Q4 2023/24

- Zone 1 construction: Further progression of interior works. Building to be 'watertight'. Agree updated construction programme. Unveiling ceremony for Coleg Sir Gar site hoarding artwork project in May 2024.
- Sign lease agreements with Hywel Dda UHB
- Firm-up proposals for education and training / teach and treat
- Undertake procurement exercise for an EV charging operator
- Launch business marketing literature
- Submission of revised City Deal Business Case
- Submission of IRCF bid to provide additional capital funding required for fit-out of Zone 1.
- Firm-up delivery programme for Zones 2 and 3

Outputs

- 2,228 weeks of TR&T delivered on the project to date.
- 605 pupil interactions achieved during the construction stage and 106 hours of schools engagement. 60 pupils from local primary and secondary schools have been recruited to Bouygues' Student Ambassador Programme.

Project Title	Digital Infrastructure Programme	Programme / Project Lead	Rebecca Llewellyn / Dija Oliver
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	Carmarthenshire County Council	Reporting Period	Q4 2023/24
SRO	Simon Davies		

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 up of up of three Project workstreams:

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

Key achievements

- PSBA FFIB order placed, in build phase. Project in delivery to drive FTTP to 68 public sector assets with additionality to 401 premises and investment of £1.7million across the region. Progress to date:
 - 37 surveys complete, 11 in progress
 - 20 sites in build
 - 4 sites CBT complete
 - 3 sites E2E complete
- Dark Fibre Phase 1 procurement exercise completed. Preferred supplier appointed, pending contract signatory mid-April 2024. Project due to commence end of April 2024.
- Dark Fibre Phase 2 PIN issued, with PPME to begin w/c 15th April 2024. Currently 8 organisations registered for PPME.
- 5G Investment Fund live and open for applications from public sector partners and SBCE projects and programmes. Further EOIs received, with subsequent applications to follow.
- First 5G Investment Fund of £1.55 million to Campuses project 5G living lab awarded, with project on track for completion within agreed timescales.
- Completed initial analysis of National Roaming Open Market Review (NROMR) and Project Gigabit intervention areas.
 - Completed initial scoping of intervention areas for better broadband in-fill procurement.
- Digital Innovations and 5G Technology event planning completed, to go live Q1 2024/25.
- Signatory of Open Access Agreement (OAA) - Swansea Council and Freshwave.
- Created overarching communications plan for programme.
- Established plans and timescales for significant Shared Rural Network (SRN) investment across the region working with UK and Welsh Government.

Key Activities planned

- Continued analysis of NROMR data and Project Gigabit intervention areas to identify preferred way forward to meet remaining needs across the region.
- Issue PIN and conduct PPME for Better Broadband in-fill procurement.
- Send invitations and host Digital Innovations and 5G Technology event.
- Complete Benefits Realisation exercise for 2022-23, on track for completion by Q1 2024-25 (April 2024).
- Signatory of OAA – Swansea Council and Ontix.
- Utilising e-mail marketing for stakeholder communications and implementing for Q1 2023-24.
- Supporting Local Authorities with ongoing Digital Infrastructure interventions and investment.
- Programme risk mitigation ongoing.
- Market engagement with operators and suppliers ongoing.
- Additional lobbying for, facilitating, and supporting of private sector investment

Outputs

- More public sector assets with gigabit capable FTTP connections.
- Increased, future proofed DUCT / asset infrastructure.
- Regional Innovation Network established.
- 5G Testbed(s) deployed.
- More mobile infrastructure.
- Community based interventions delivered.

Project Title	Swansea City & Waterfront Digital District	Programme / Project Lead	Lee Richards
Local Authority Lead	Swansea Council		
Project Delivery Lead	Swansea Council	Reporting Period	Q4 2023/24
SRO	Martin Nicholls		

Budget	
Total Budget	£175.35m
City Deal	£50m
Public	£85.38m
Private	£39.97m
Description	
<p>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:</p> <ul style="list-style-type: none"> • 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
<p>Digital Arena and Hotel.</p> <ul style="list-style-type: none"> • Hotel: Team have appointed marketing agents and commenced with new marketing campaign to attract a developer for the Arena hotel. <p>71/72 Kingsway Construction:</p> <ul style="list-style-type: none"> • Cat A works are nearing completion with some external works to follow. • BYUK to undertake CAT B landlord fit out works. CAT B is expected to be completed with building ready for operational use by Q2. • Vodafone have been contracted to lay ducting for fibre connection through the city centre and connect to 71-72 Kingsway. Digital and data specialist knowledge is being utilised to facilitate the internal digital infrastructure. <p>71/72 Kingsway Commercials:</p> <ul style="list-style-type: none"> • Ongoing discussions and due diligence with prospective tenants for parts of the second floor, plus floors 3 and 4. • Flex Space Operator/Tenant –Discussions ongoing on HoT's. • Managing agents have been appointed for the building (Savills) and handover/soft landing meetings are in progress. • Work is ongoing to refine Service Charges and landlord costs. • Letting agents are holding discussions with other potential occupiers and all interest is being followed up. <p>Innovation Matrix:</p> <ul style="list-style-type: none"> • Project is onsite and progressing according to programme plan • Tenant HoTs at 75% of available net lettable space • Tenant engagement is ongoing to finalise fitout plans • Social Value targets are on track. <p>Innovation Precinct:</p> <ul style="list-style-type: none"> • Options appraisal workshop has been completed to support the CRN and will be appended in the re-submission • Ongoing negotiations with the Local Authority development partner regarding potential property delivery model

Key Activities planned

Arena and Hotel

- Complete Marketing campaign for the hotel.

71/72 Kingsway

- Finalise Heads of Terms with Flex Tenant.
- Progress lettings of other floors.
- Agree detailed programme for CAT B works with BYUK.
- Progress Managing Agent mobilization and Building Management Strategy.
- Progress design for public realm to the rear of the building.

Innovation Matrix & Precinct:

- Continuation of construction programme
- Preparation for Gateway assessment for Innovation Matrix
- Continuation of negotiations with local authority for development of Innovation Precinct
- Completion of change request notification for Innovation Precinct

Outputs

- Physical delivery of arena (circa 80,000 square feet with a 3,500-capacity), along with digital square is on track.
- Physical delivery of 71/72 The Kingsway, which will comprise circa 115,000 square feet of office space.
- Discussions on-going with UWTSD about their element of the project (Innovation Precinct).

Caveat: Covid 19 could have an impact on jobs and GVA.

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	Q4 2023/24
SRO	Professor Elwen Evans		

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

- University has engaged expert consultants to develop a proposal centred around the provision of a Digital Production Facility in existing University space.
- University has begun drafting Change Notification that will encapsulate the proposed change to the Egin Phase 2 project
- Key concept and equipment requirements developed

Key Activities planned

- University to complete initial Change Notification to evidence the requirements for Egin Phase 2 and document the rationale behind the change in delivery methodology
- Ongoing financial development to understand new project cost requirements etc.
- Further engagement with creative and digital sector to ensure that the proposed Egin Phase 2 project will satisfy requirements going forward
- Survey of proposed location for Egin Phase 2 along with design and development work commencing

Project Title	Skills and Talent	Programme / Project Lead	Samantha Dillon
Local Authority Lead	Carmarthenshire County Council		
Project Delivery Lead	South West Wales Regional & Skills Partnership		
SRO	Andrew Cornish	Reporting Period	Q4 2023/24

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

- 19 Pilot projects and 2 Apprenticeship developments have now been approved by RLSP board and are in delivery.
- Gateway Review completed resulting in a 2nd Green Rating.
- Barometer Reviewed and Updated and prepared for transition to digital platform. Feedback from Cluster groups received regarding Sector Skills gap analysis, with discussions ongoing on developments of Pilot Projects to meet those needs.
- Development of Website.
- Marketing materials for students, parents and business have been produced.
- Teaching experienced pilot complete
- Work experience pilot in development ready for summer term

Key Activities planned

- Receive and review further pilot project applications.
- Increased marketing and events
- Barometer data being reviewed and updated with a further focus on capacity.
- Website update being completed with a view of increased marketing activity and website updates to raise awareness of Programme and stimulate further pilot applications.

- Ongoing discussions with interested parties regarding further pilot project development to meet with the skills gaps identified through the skills barometer.

Outputs


- Create 14,000 individuals with increased level of skills within 10 years
- Create at least 3000 new apprenticeship opportunities, to include level 3 to Degree apprenticeships.
- Create Centre of Excellence for specific sectors.
- 2,200 additional skills
- 20 new course frameworks updated/created
- 2 Centres of excellence
- Create a clear career pathway through school, FE, HE and apprenticeship and into the world of work.

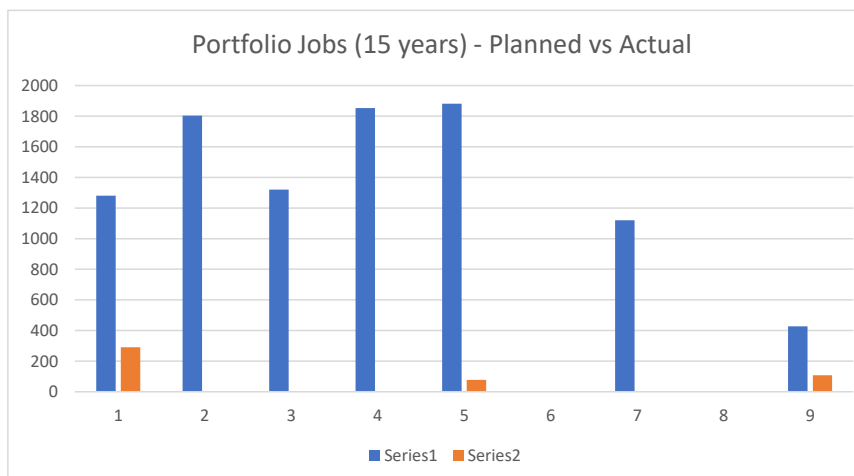
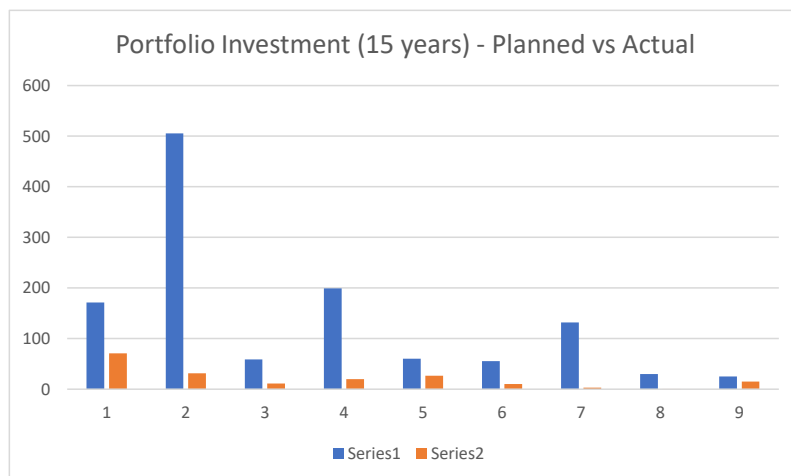
ANNEX 1

RAG Status	
R	<p>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.</p> <p>Remedial plans are not proving effective.</p> <p>Escalate to programme / project sponsor for support to resolve.</p>
A	<p>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.</p> <p>Highlight to programme / project sponsor for visibility and awareness.</p>
G	<p>Programme / Project is proceeding according to plan. Risks/issues are being managed within the programme / project.</p> <p>No need to escalate to next level.</p>

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 Swansea Bay City Deal Benefits Recording Register - Portfolio Summary								
Project/Programme	Total Investment Target (£m)	Total Investment to date (£m)	Total Jobs Target	Total Jobs Created	Business Case Status	Project Stage	Stage Commencement	Stage Completion
Swansea Waterfront Digital District	171.54	95.10	1281	306	Approved - FBC	Partial Delivery (2/4)	Oct-19	Q4-2027
Innovation Matrix				6				Q2 2024
Homes as Power Stations	505.50	66.00	1804	10	Approved - OBC	Pre-procurement	Jul-21	Q1-2022
SILCG	64.00	10.88	1335	17	Approved - OBC	Partial Delivery (7/8)	Nov-20	Q4-2027
Pentre Awel	200.50	30.46	1853	44	Approved - FBC	Construction	Feb-23	Q4 2024
PDM	63.90	44.57	1881	77	Approved - OBC	Partial Delivery (1/4)	Sep-21	Q1-2024
Digital Infrastructure	69.10	22.20	0	13	Approved - OBC	Capital funding partial delivery (2/3 workstreams) Revenue in delivery	Oct-23	Q3 2026
Campuses	131.98	2.22	1120	5	OBC regionally approved	Delivery	Jul-21	Q1-2022
Skills and Talent	30.50	2.80	0	2	Approved - FBC	Delivery	Nov-21	Q4-2025
Yr Egin	25.17	15.07	427	117	Approved - FBC	Partial Operation (1/2)	Sep-18	Q4-2023
	1262.19	289.29	9701	597	N.B There are also in excess of 100 Part Time jobs which have been created by the Arena since opening, after 12 months of operations these will be reviewed to determine an appropriate FTE allocation			
		22.92%		6.15%				



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Portfolio Gateway Review 2023-24 Recommendation Action Plan

ID	Recommendation	Priority	Actions	Target Date	Lead	Sign Off	Status	Dependencies	Update
Gate001	Reinforce communication of the strategic, regionalised approach, both internally and externally, in order to embed further the understanding of the sum of the parts rather than simply individual project benefits.	Recommended	<p>Update the Portfolio Communications and Marketing Plan with emphasis to enhance comms in relation to a regional perspective</p> <p>Calender engagement events including regional showcase events</p> <p>Establish collaborative sub groups for SBCD cross cutting issues and approaches</p>	Jul-24	PoMO	PB/JC	Actioned and Ongoing	<p>Engagement of Projects and Programmes in events and sub-groups</p>	<p>Communications, Marketing and Engagement Implementation Plan developed giving guidance to project teams on how to communicate SBCD messages on a local and regional level. PoMO working on key milestone log for 2024/25 to highlighting forthcoming marketing and communications activities across the portfolio</p> <p>Meet the City Deal events held in Pembrokeshire, Carmarthenshire, Swansea and Neath Port Talbot. Portfolio representation at Careers Wales events, Welsh Business shows, Welsh Construction show and 4theRegion. PoMO also planning to attend out of region</p> <p>Established SBCD Construction and Community Benefits sub group and Monitoring and Evaluation Task and Finish Group. Meetings held and schedule of future meetings set</p>
Gate002	Further develop the benefits management approach to shift the focus to sustainable social and economic uplift, not just enablers.	Recommended	<p>Establishment of an Evaluation Task and Finish group</p> <p>Portfolio M&E plan / benefits realisation plan to be updated with detail on the measurement and evaluation of outcomes and impacts</p> <p>Projects and programme to update benefits realisation plans and registers</p> <p>Develop best practice in collaboration with other City and Growth Deals</p>	Jul-24	PoMO	PB/JC	Actioned and Ongoing	<p>Project and programmes to engage with the Task and Finish group and the development of benefit realisation plans</p>	<p>SBCD Monitoring and Evaluation Task and Finish Group established. Monthly meetings held from August to engage with project leads and agree approach to evaluation. Draft Evaluation Framework to be circulated and currently being finalised.</p> <p>Portfolio M&E Plan to be updated following agreement of SBCD Evaluation Framework</p> <p>Meetings held with project teams to clarify requirements for benefits realisation and reporting. Benefits registers, profiles and maps being developed at a project level</p> <p>Engagement initiated with other City and Growth Deals to identify best practice</p>
Gate003	Review and refresh the Portfolio Governance structure, considering potential options to integrate within the new Corporate Joint Committee structure, update the terms of reference and membership of the governance bodies should options progress.	Essential	Discussions amongst CEXs / Leaders and key LA Officers relating to the alignment between CJC and SBCD governance structures	Dec-23	SRO / NPT CEX	JC	In Progress	Outcome of discussions among regional authority Leaders and CEXs	Discussions ongoing
Gate004	Emphasise the focus on Dependencies and Opportunities, particularly in respect of private sector investment and clarity surrounding the respective responsibilities for harnessing and driving emerging prospects.	Recommended	<p>Clarity of roles particularly in relation to private sector engagement that leads to collaborations and securing of investment</p> <p>SBCD stakeholders to work with ESB members to identify private sector investment opportunities. PoMO to undertake scoping exercise to assess opportunities for engagement of ESB in SBCD projects</p> <p>Review the portfolio opportunity management approach (esp private sector) across the portfolio</p>	Jul-24	PoMO / PMs	PB	Actioned and Ongoing	Engagement of Projects and Programmes with ESB and potential collaborations	<p>Communications, Engagement and Marketing Implementation Plan clarifies roles and responsibilities in relation to private sector engagement. Implementation plan outlines opportunities for collaborations and activities to promote the securing of private sector investment</p> <p>ESB involvement in the development of project proposals and engagement being promoted across the portfolio as projects are developed and delivered. ESB Test and Challenge session held in October to discuss the Enhanced AMPF OBC</p> <p>PoMO and projects and programmes supporting proposals for the funding and establishment of synergistic initiatives within the region. Workshop to be held with projects to identify business engagement activities and opportunities</p>

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SBCD Internal Audit Report Action Plan 2022/23

No	Rec	Recommendation	Grade	Timescale for Action	Response	Progress Update	Owner	Status
1	Monitoring Arrangements	As each of the Programmes/Projects move into full delivery, quarterly monitoring reports presented to the Joint Committee and Programme (Portfolio) Board should be developed to incorporate enhanced financial monitoring, including whether expenditure is in line with forecasts and whether grant drawn down is in line with the agreed funding profile. Reporting would also benefit from enhanced data regarding delivery timescales. This would provide correlation and synergy between project progress and financial reporting	Important	Q1 2023/24	Enhancements will be made to the project/programme financial monitoring as per recommendation from Q1 2023/24. This will be embedded with the existing quarterly monitoring arrangements, including the monitoring of forecasted/actual delivery timescales. In addition, the PoMO will continue to work with SROs and PMs to ensure the change management process is adhered to, with a particular focus on detailing financial and timescale changes in a timely manner.	Brief explanations accompany quarterly financials. Details could include the reasons for adjustments to forecasted figures in terms of costs or timeframes, including slippage within the financial year or across the delivery lifecycle.	Steven Aldred-Jones	On-going
2	Change Management	The change notification process (including potential baseline thresholds) should be clearly defined, to provide clarity to Programmes/Projects as to when they need to comply with the change notification process, and bring consistency across the Portfolio	Important	Q2 2023/24	The PoMO will clarify the process and continue to send a consistent message out to all SROs/PMs to submit change notifications, reducing ambiguity on the process. In addition, a review of the Change Control Procedure and thresholds will be undertaken through consultation with key SBCD stakeholders.	11/11/23 Meeting scheduled for 12 th December 2023 with SEC151 Officer to discuss and agree approach to thresholds. Once agreed, the Change Control process / guidance to be reviewed with PMs/SROs and updated as necessary 12/12/23 Meeting held with SEC151 Officer and PoMO to discuss proposal. Paper to be submitted to Programme Board in February. 12/04/24 Change Control Thresholds have been submitted through Governance Boards and signed off by Joint Committee.	Jon Burnes	Complete

SBCD Internal Audit Report Action Plan 2022/23

3	<p>inflation and construction price rises</p> <p>142</p>	<p>Regular updates on the impact of the current financial climate should be tabled as standing agenda items for the Programme (Portfolio) Board to enable regular monitoring on the impact of the current climate on the Portfolio. This should include periodic updates to the financial assessment, and regular review of the mitigating actions developed to ensure they are deliverable and achieving the intended benefit. Periodic updates on the forecast pressure and mitigating actions should also be provided to the Joint Committee, to keep them fully apprised of the matter.</p>	Important	Q1 2023/24	<p>The rising costs and inflationary pressures will continue to be monitored and mitigated as a red risk to the SBCD Portfolio. The Monthly Construction Impact Assessment and Construction Cost Mitigation Assessment documents will be merged and reported to JC from Q1 2023/24. This will include all project/programme details on the financial pressures (risks and issues) and mitigating actions either planned or taking place.</p>	<p>02/11/23</p> <p>The monthly Construction Impact Assessment and Cost Mitigation documents have been merged and reported to JC since Q1 2023/24. The report format has since been revised and submitted to Programme Board in Oct-23. PoMO continues to monitor inflationary impact, rising construction costs and effect of mitigating actions. SROs and PMs are required to notify the PoMO and record key changes via the change management process and submit appropriate paperwork via their local and SBCD regional governance arrangements.</p> <p>16/04/24</p> <p>The Construction Impact Assessment has been revised at the request of Programme Board. New version now signed off by Joint Committee. No further action.</p>	Jon Burnes	Complete
4	Budgetary Control	<p>The development of the Swansea Bay City Region budget for 2023-24 should be concluded at the earliest opportunity (recognising that a five-year budget has previously been approved by the Joint Committee). Moving forward, arrangements should be made to ensure that draft budgets are presented for approval prior to the start of the upcoming financial year.</p>	Important	July 2023	<p>Budget will be presented to the next Programme Board and JC. However, the operation of the City Deal is based on the 5-year budget which has been previously presented to JC. Therefore, the budget report will be an update on the 5-year budget. The budget and the budget monitoring report does recognise the partner contributions have ended in the 2022/23 and the expectation is that the 1.5 % top slicing of funding will continue to fund the PoMO. This top slicing contribution has been lower in previous years than profile and</p>	<p>The 2023/24 JC budget is being finalised.</p> <p>16/05/24</p> <p>With 2023/24 being closed, the 2024/25 budget is being finalised and will be presented at the earliest opportunity.</p>	Chris Moore / Steven Aldred-Jones	On-going

SBCD Internal Audit Report Action Plan 2022/23

					will allow the additional funding moving forward. A new Finance Manager has now been appointed and is due to commence at the beginning of July 2023.			
5	Grant Funding	Grant claim forms should be used by all Programmes/Projects when requesting funding from Swansea Bay City Deal. Programmes/ Projects in delivery should be advised that quarterly grant claims should be submitted, to allow funding to be distributed to lead bodies in a timely manner. Additionally, verification of the grant claim forms should be undertaken prior to payment being made, to ensure the total value of grant paid does not exceed the balances included within the payment profile.	Critical	Immediate	A reminder will be sent to Project Managers in respect of grant claim forms being submitted on a timely basis. The slight over payment on the scheme, was due to the current lack of Finance Officer being post but also a misunderstanding on the value of the claims. This was identified at the time of payment and will be adjusted in the next claim.	Payments are not made to partners unless an appropriately authorised claim form is received from the partner. Payments are then made in line with the profile to ensure the value paid does not exceed the payment profile.	Chris Moore / Steven Aldred-Jones	On Going

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Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

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)
Tudalen 145 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 2021
		Arena (ATG) Food and Drink Building services	ATG / Swansea Council	various	Sell2Wales, tbc		Q4 2019		Q4 2021
		71-72 Kingsway office accommodation	Swansea Council	Circa £49.6m	Bouygues UK appointed via SWWRC Framework	2020	Q3 2021	Q4 2021	Q3 2024
		Innovation Matrix	UWTSD	Circa £9m	Procured - Kier PAGABO Framework	2022	Q4 2021	Q1 2023	Q2 2024
		Innovation Precinct	UWTSD	Circa £17.42m	SWWRC Framework (TBC)	2024	Q1 2025 (Predicted not yet agreed by UWTSD SLT)	Q2 2025 (Predicted not yet agreed by UWTSD SLT)	Q4 2026 (Predicted not yet agreed by UWTSD SLT)

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	Q4 2024 (Predicted not yet)	Q2 2025 (Predicted not yet)	Q1 2026 (Predicted not yet)

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

							agreed by UWTSD SLT)	agreed by UWTSD SLT)	agreed by UWTSD SLT)
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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 146 Digital Infrastructure	Carmarthenshire CC	Connected places	Carmarthenshire County Council	£12m	PSBA – Existing contract Dark Fibre Phase 1 - DPS RM6095 Dark Fibre Phase 2 - TBC	Q3/Q4 2022	Q3/Q4 2023	Q2 2024	Q4 2025
		Rural connectivity	Carmarthenshire County Council	£6m	tbc	Q2 2024	Q3 2024	Q1 2025	Q4 2026
		Next generation wireless (5G and IOT networks)	TBC	£2.5m	Grant fund	Q1 2023	Q4 2023	Various	Q4 2025

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 Morriston refurbishment	SU/SBUHB	Circa £1.25m	SWWRFC/Sell to Wales	Q3 2023	Q1 2025	Q3 2025	Q1 2026

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

		Phase 1b Campuses Building	Swansea University	Circa £17.22m	Design and Build SWWRFC/SEWSCAP	Stage 2 Q4 2022	Stage 3 Q3 2023	Stage 4 Q3 2024	Q3 2026
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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)
Pentre Awel Pudalen 147	Carmarthenshire County Council	Zone 1 - construction	CCC	£84m	Two stage design and build via SWWRFC Framework (BYUK procured)	2018 - 2023	Q3 2021	Q4 2022 enabling works Q1 2023 Construction.	Zone 1 Q4 2024
	Carmarthenshire County Council	Zone 1 – EV charging operator	CCC	N/A	Vehicle Charging Infrastructure Solutions (VCIS) dynamic purchasing system (DPS) framework	2024	Q2 2024	Q4 2024	Q4 2024
	Carmarthenshire County Council	Zone 1 – site security	CCC	TBC	TBC	N/A	Q3 2024	Q4 2024	TBC
	Carmarthenshire County Council	Zone 1 – leisure equipment	CCC	TBC	TBC	N/A	Q2 2024	Q4 2024	TBC
	Carmarthenshire County Council	Zone 1 – interior designer	CCC	TBC	TBC	N/A	Q2 2024	Q3 2024	TBC

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

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	Sell 2 Wales	2021 Q4	2022 Q1	Q1 2023	Q4 2027
		HAPS financial incentives fund	NPTCBC	£5.75m	Fund – to be advertised to all	2021 Q4	2023 Q1 – fund launch	Q3 2023 First round complete	
		HAPS regional supply chain fund	NPTCBC	£7m	Fund – to be advertised to all	2021 Q4	2024 Q2 – initial call fund launch		

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)
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	Q4 2022
		SWITCH Specialist facility (construction)	NPTCBC	Circa £15m	SWWRC Framework	Q2 2022	Q3 2022	Q4 2024	Q4 2026
		SWITCH Specialist equipment	NPTCBC	Circa £5m	tbc	Q2 2022	Q1 2025	Q2 2025	Q4 2026
		Low emission vehicle charging infrastructure	NPTCBC	Circa £0.5m	tbc		Q3 2022		Q4 2024
		Air quality monitoring sensors	NPTCBC	Circa £0.5m	Procured	Q4 2019	-	-	-

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

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Tudalen 149		Hydrogen stimulus project	NPTCBC	Circa £1m	tbc	Q3 2022	Q3 2022	Q3 2024	Q1 2025
		Advanced manufacturing Production facility (construction)	NPTCBC	Circa £12m	SWWRC Framework	Q3 2024	Q4 2024	Q4 2025	Q4 2027
		Advanced manufacturing Production facility Specialist equipment	NPTCBC	Circa £5m	Tbc	Q4 2024	Q2 2025	Q3 2027	Q4 2027
		Advanced manufacturing Production Facility End operator	NPTCBC	Tbc	TBC	Q2 2024	Q4 2024		Q4 2026
		Property Development Fund	NPTCBC	Circa £10m	Fund – to be advertised to all Third parties to procure construction				Q4 2026
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)

Pembroke Dock Marine	Port of Milford Haven	Pembroke Dock Infrastructure							
		Detailed Design for Infilling of the Timber Pond, Graving Dock and Associated Works	POMH	£480,155	Sell2Wales	2020	2021	n/a	Complete
		Slipway Ground Investigation - Pembroke Dock	POMH	£437,304	Sell2Wales	2019	2020	2020	Complete

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

Tudalen 150		PQQ principal contractor access infrastructure and timber pond infill	POMH	£22,834,572 ECC £577,447	Sell 2Wales	2020	2021	2022	Complete
		Specialist marine consultancy team - access infrastructure PQQ	POMH	£405,706	Sell 2Wales	2019	2020	n/a	Complete
		Pembroke Dock ecological & landscape management works	POMH	£34,060	Sell 2Wales	2020	2021	n/a	Complete
		PQQ principal contractor land remediation and site improvement works Pembroke dock marine	POMH	£8,271,363 ECC £32,842 ECI	Sell 2Wales	2020	2022	2022	Complete
		Environmental Consent work – Pembroke Dock Marine	POMH	£209,065 (non-EIA)	MHPA tender process guidelines	2017	2017	n/a	Complete
		Provision of PM / QS / Cost Management Services	POMH	£634,043	Sell 2Wales	2019	2020	n/a	Complete
		MHPA Hangar Annex Restorations Principal Contractor	POMH	£5,815,960	Sell 2Wales	2021	2022	2022	Complete
		MHPA Hangar Annex Restorations – Multidisciplinary Consultancy Team	POMH	£271,332	MHPA tender process guidelines	2019	2019	n/a	Complete
		MHPA Hangar Annex Restorations – Outline	POMH	£29,405	MHPA tender process guidelines	2017	2017	n/a	Complete

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

Tudalen151		Design Architecture award						
	Marine Energy Engineering Centre of Excellence							
	Materials for prototypes	OREC	£100,000	Sell to Wales / Find a Contract (value dependant)		Q3/4 2021	Q3/4 2021	Q1 2022
						Q1-4 2022	Q1-4 2022	Q1 2023
						Q1-4 2023		
	Vessel hire for deployments in META	OREC	£26,000	Sell2Wales		2021	Ongoing	Ongoing
	Vessel charter	OREC	£47,040	SSJ via vessel broker		n/a	2023	Ongoing
	Meta berthing fees	OREC	£196,000	SSJ		2021	Ongoing	Ongoing
	X-Band Radar system	OREC	£85,020	Sell to Wales / Find a Contract (value dependant)		2022	2023	Complete
	Blade profile models for wind tunnel testing	OREC	£25,812	Sell2Wales & Contracts Finder		2022	n/a	Complete
	Flow visualisation measurements	OREC	£76,702	ITT invitation only		2022	n/a	Complete
	Marine Buoys	OREC	£75,000	SSJ		2023	2023	Complete
	Levenmouth Turbine support services		£50,000	SSJ		2022	2022	Complete
	Hydrophone system	OREC	£77,205	Sell to Wales / Find a Contract (value dependant)		2022	2023	Complete
	Subsea noise measurements	OREC	£59,805	ITT invitation only		2022	2022	Complete
	Vortex Generators	OREC	£49,507	ITT invitation only		2023	2023	Complete
	Directional Wave Rider Buoy	OREC	£49,510	SSJ		n/a	2023	Complete
	Acoustic software	OREC	£22,000	SSJ		2023	2023	Complete

Tudalen152		Biaxial Test Rig	Swansea University	£134,270	Open Tender, Sell2Wales		2022	n/a	Complete
		Uniaxial Tension-compression Fatigue Machine	Swansea University	£122,189	Open Tender, Sell2Wales		2022	n/a	Complete
		5 Beam Acoustic Doppler Profiler	Swansea University	£148,875	Open Tender, Sell2Wales		2022	n/a	Complete
		Acoustic Doppler Velocimeter	Swansea University	£24,100	Open Tender, Sell2Wales		2022	n/a	Complete
		Surface towed acoustic Doppler Current Profiler	Swansea University	£60,950	Open Tender, Sell2Wales		2022	n/a	Complete
		Current Flume Wave Paddle	Swansea University	£56,125	Open Tender, Sell2Wales		2022	n/a	Complete
		High Speed Camera	Swansea University	43902	Open Tender, Sell2Wales		2022	n/a	Complete
		Marine Energy Test Area Developments							
		Environmental surveys	PCF	£30,000	Sell to Wales / Find a Contract (value dependant)		2022		2022
		Insurance	PCF	£30,000	Sell to Wales / Find a Contract (value dependant)		2022		2022
		Legal support	PCF	£10,000	Sell to Wales / Find a Contract (value dependant)		2024		
		The Pembrokeshire Demonstration Zone							

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

Tudalen 153		Specialist Project Support		£30,000	ITT via Sell2Wales / CSP Service Agreement		2021	n/a	Complete
		PDZ Legal Services		£130,000	ITT via Sell2Wales / CSP Service Agreement		2022	n/a	Complete
		PDZ Multi-connection Offshore Substation (MOS) Concept Design Study		£127,000	ITT via Sell2Wales / CSP Service Agreement		2022	n/a	Complete
		PDZ Environmental and Scoping Review		£90,000	ITT via Sell2Wales / CSP Service Agreement		2022	n/a	Complete
		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		2023	n/a	Complete
		Technical feasibility and concept design, initial engineering design of the MOS, on and offshore cabling	Celtic Sea Power	£150,000	Services Contract Open Below threshold – Sell2Wales		2022	n/a	Complete

Swansea Bay City Deal Programme and Project Procurement Pipeline Design and Construction phase

Updated April 2024

Tudalen 154		arrangements to feed into the EIA process.							
		PDZ Project Evaluation	Celtic Sea Power	£30,000	ITT via Sell2Wales / CSP Service Agreement		2023	n/a	Complete
		Land Support Services Agent	Celtic Sea Power	£130,000	ITT via Sell2Wales / CSP Service Agreement		2022	n/a	Complete
		Animation	Celtic Sea Power	£50,000	ITT via Sell2Wales / CSP Service Agreement		2022	n/a	Complete
		Research & Development Review of the PDZ	Celtic Sea Power	£80,000	ITT via Sell2Wales / CSP Service Agreement		2023	n/a	2023
		Offshore surveys – environmental surveys to inform the offshore EIA	Celtic Sea Power	£2.1m	OJEU via Sell2Wales / CSP Consultancy Agreement		2023	n/a	Not carried out due to reprofiling of ERDF Funds
		PDZ MOS PRE-FEED	Celtic Sea Power	£636,000	Service Contract OJEU Open above threshold – & Sell2Wales		2022	n/a	Complete

Swansea Bay City Deal

Construction Impact Assessment

Summary Report



Owner	Jonathan Burnes, SBCD Portfolio Director
Author	Peter Austin, SBCD Business Engagement Manager
Date	April 2024
<u>Version</u>	V18.0

1.0 Executive Summary

The Construction Impact Assessment (CIA) provides a combined assessment of costs, risks, and issues, to quantify and highlight the effect of rising construction costs across the SBCD Portfolio.

The CIA covers 15 construction-related project elements within the 9 SBCD programmes and projects. At the date of this report:

- 3 elements are completed (known cost)
- 5 elements are procured and subject to contract (known cost)
- 7 elements yet to be procured (estimated)

This current assessment estimates a **£43.5m** gross funding gap because of inflationary pressures and rising construction costs between business case development, sign off, and now. See Table 1, Sect 4.1.

No change since reported to Joint Committee April 2024.

Mitigating actions by Lead Delivery Organisations have reduced the residual impact to **£12.75m** as shown in Table 2, Section 4.2.

Although there are several mitigating options available to project leads, the common approaches to address the funding shortfall are to:

- Secure additional funding
- Revisit the construction brief
- Open dialogue with contractors.

The risk assessment shows that 3 areas of high concern persist, these being the potential effects on Scope, Time and Costs. Summarised in Table 3, Section 4.2.

It should be noted that this CIA does not include future phases of some projects and programmes that are part of the project Business Cases. There remains a risk that increased costs may affect delivery of future stages, which, in some cases, may subsequently affect achievability of programme and project deliverables and benefits.

Inflationary uncertainties aside, the Construction sector seems more settled (April 2024) than in 2022 when the original CIA was compiled and the spike in prices and material supply issues were at a peak. Although prices remain high, they are more consistent, and supply is much improved. Some market volatility remains with metal doors and windows, ready mix concrete and some insulation materials seeing significant price increases in Q4 23, but fabricated structural steel, concrete reinforcing bars (steel), imported sawn or planed wood and imported plywood all seeing significant reductions. Contract terms, recruitment and labour costs are currently big issues across the sector.

The PoMO continues to monitor the impact of inflation, cost and effect of mitigating actions on a monthly basis. SROs and Project Managers are required to notify the PoMO and record key changes via the change management process and submit appropriate paperwork via their local and SBCD regional governance arrangements.

2.0 Background

In response to several macro-economic factors affecting the construction industry, in mid-2022 the PoMO set out to identify and forecast the likely impact of increasing construction costs on the Business Case estimates across the SBCD Portfolio. The result was the creation of a point-in-time report titled Assessment of Increasing Construction Costs (September 2022) that was subsequently reported through SBCD Programme Board and Joint Committee. The initial report estimated a £30m gross funding gap due to inflationary pressures and construction costs.

The purpose of the Construction Impact Assessment (CIA) is to add a combined risk/issues assessment with the cost impact assessment. The combined assessment highlights and quantifies the potential effect on SBCD Programmes and Projects of specific issues currently being experienced throughout the construction industry.

SBCD Programme Board and Joint Committee have requested that all Lead Delivery Organisations continue to assess and monitor the status of their SBCD Programmes and Projects and report the potential or actual impact of construction related challenges on successful delivery of their Programmes or Projects.

3.0 Definitions

For the purposes of this report the term Construction Costs is defined as those costs directly attributable to the building, refurbishing, or delivering items or services that are specified in the procurement tendering process and the construction contract awarded for each individual element of the SBCD projects or programmes.

The non-exhaustive list includes groundworks, site works, costs of materials, labour, consultancy, mechanical and electrical items, fuel, machinery and operation, PPE, and on-site staff facilities.

It should not include any ancillary consultancy fees, or similar activities, that are associated with the wider delivery of projects or programmes.

4.0 Project and Programme Risk Impact Assessment March 2024

The Construction Impact Assessment provides a combined assessment of costs, risks, and issues to quantify and highlight the effect of rising construction costs across the SBCD Portfolio.

The Assessment covers 15 construction-related project elements within the 9 SBCD programmes and projects. At the date of this report:

- 3 elements are completed (known cost - no further risks or issues)
- 5 elements are procured and subject to contract (known cost – some risk remains)
- 7 elements yet to be procured (estimated cost – risks and issues remain)

The HAPS Project and Skills and Talent Programme are not included in this assessment. These programmes do not directly fund any construction activity. However, increased construction costs and inflationary pressures could have an indirect effect on the realisation of project and programme outcomes. This will be monitored separately via the benefits and risk reporting processes.

Tables 1 and 2, Sect 4.1, detail the current situation of cost variances, key mitigations, and their associated impact across the Portfolio.

4.1 Project and Programme Cost Assessment Summary

The initial Construction Costs report was mostly based on estimates contained in the programme and project business cases, which would become more certain as projects procured and awarded contracts and when actual costs are known.

This report is reviewed monthly to align costs with current risks and circumstances. Reported costs will change as and when contracts are awarded, or during delivery. The estimation methodology is detailed in Appendix 1.

The current estimate, as of April 2024, has been derived using a combination of actual costs, current tender pricing, and cost estimation. These are based on actual and anticipated delivery timelines i.e. build of infrastructure. The funding gap is caused by inflationary pressures and rising construction costs between business case development, sign off, and now. See Table 1, Sect 4.1.

Mitigating actions by Lead Delivery Organisations have reduced the residual impact which now stands at **£12.75m** as shown in Table 2, Section 4.2.

Costs that are outside of the original budget allocations are expected to be managed by Local Authorities and Lead delivery partners. An explanation of mitigating actions and the consequences of mitigation are given in Table 2.

The report does not include future procurements that are yet to be designed and costed, such as future zones/phases in respect of the life science projects (Pentre Awel Zones 2,3,4 and Campuses Phase 2). These have been omitted as SBCD funding is not directly utilised to develop them, and due to their nature, a reliable estimate is unobtainable at present.

It should be noted that the above phases are part of the project Business Cases and there remains a risk that increased costs may affect delivery of future stages which, in some cases, may affect achievability of programme and project benefits and deliverables.

Table 1 Construction Cost Assessment


 Construction Cost Assessment				
<u>Programme/Project</u>	<u>Construction Estimate (Per BC) (£)</u>	<u>Current Estimation (April 2024)(£)</u>	<u>Variance (£)</u>	<u>Development Position</u>
SILCG				
Bay Technology Centre	8,500,000	8,883,000	- 383,000	Delivered
SWITCH	15,000,000	23,000,000	- 8,000,000	Estimated
Advanced Manufacturing	17,200,000	21,595,189	- 4,395,189	Estimated
	40,700,000	53,478,189	- 12,778,189	
Pentre Awel	79,000,000	84,056,756	- 5,056,756	Procured
Yr Egin				
Phase 1	14,868,348	14,868,348	-	Delivered
Phase 2	10,301,653	12,956,872	- 2,655,219	Estimated
	25,170,001	27,825,220	- 2,655,219	
Swansea Waterfront				
Arena and Public Realm	68,975,842	73,398,769	- 4,422,927	Delivered
71/72 Kingsway	48,540,125	48,540,125	-	Procured
Hotel	0	0	0	Not yet procured
Innovation Matrix/DLF	13,232,099	15,984,542	- 2,752,443	Estimated
Innovation Precinct	17,424,458	21,092,933	- 3,668,475	Estimated
	148,172,524	159,016,369	- 10,843,845	
Campuses				
ILS Innovation Centre - Singleton	12,790,000	16,945,955	- 4,155,955	Estimated
ILS Innovation Centre - Morriston Planning	960,000	960,000	-	Estimated
ILS Innovation Centre - Morriston Construction	1,250,000	1,250,000	-	Estimated
	15,000,000	19,155,955	- 4,155,955	
PDM				
Pembroke Dock Infrastructure	41,593,611	48,105,228	- 6,511,617	Estimated
	41,593,611	48,105,228	- 6,511,617	
Digital Infrastructure	20,500,000	22,097,114	- 1,597,114	Estimated
Total	370,136,136	413,734,831	- 43,598,695	

Table 2 Cost Variance from Business Case and Residual Variance after Mitigating Actions

Project/Programme	Lead deliverer	Cost variance	Key mitigation(s)	Residual variance	Mitigations to address Residual/Notes
Swansea Waterfront - Arena and Public realm	Swansea Council	£4.4M	Shortfall to be met by Swansea Council. 71/72 Kingsway shortfall estimated between £2m-3m, Fixed price contracts with tier 1 contractor, however cost inflation is having a negative impact which is being monitored closely.	£0	n/a Hotel yet to be procured
Swansea Waterfront - Innovation Matrix and Precinct	University of Wales Trinity Saint David	£6.4M	Innovation Matrix shortfall met by UWTSD. Value engineering on design and build.	£0	Innovation Precinct yet to be assessed for cost variance and will be subject to a change request.
Pentre Awel	Carmarthenshire County Council (CCC)	£5.05M	Shortfall to be met by CCC. Value engineering exercise undertaken. Changes to materiality and some omissions undertaken. Reduction of building area by 750m ² . Increased use of digital and remote delivery for education and training, health and research/innovation.	£0	NB The £84,056,756 is the total value of the current construction contract, but the total costs incurred in relation to Zone 1 of Pentre Awel are projected as £96m. This includes an additional sum of £2.6million for fit out costs which sits outside of the current construction contract, which will be procured once further tenants are confirmed. Change Identification Notice to be submitted.
Campuses	Swansea University	£4.15M	Shortfall met by Swansea University of up to £4.15M for Singleton Phase 1. RIBA Stage 3 completed	£0	Value Engineering exercise undertaken for Singleton resulting in a reduction of ££569.6k cost estimate.
Pembroke Dock Marine – Pembroke Dock Infrastructure	Pembroke Port	£6.5M	Competitive tenders and further review of Best and Final with additional scrutiny. Value Engineering has resulted in a reduction of costs circa £10m which brings costs down from circa £55m to £45m. Additional WEFO funding secured.	£0.5M	Innovative trading and phasing within overall programme to deliver the individual phased outputs and outcomes.
Supporting Innovation and Low Carbon Growth	Neath Port Talbot Council	£12.77M	Shortfall for BTC met by NPT Council (£0.38M). SWITCH element, the overall budget for the project is £28m split into £23m build (construction) and £5M for specialist equipment	£8M	SWITCH: on-going review and value engineering. Seeking other funding opportunities. AMPF element not yet procured
Yr Egin phase 2	University of Wales Trinity Saint David	£2.65M	Change Request being developed for Phase 2, which aligns to current regional demand.	£2.65M	Potential to value engineer, secure funding from additional sources or reduce infrastructure size.

					The Egin 2 delivery solution is currently under review by the University’s new senior management team. Consideration of several options is likely to result in the commencement of a change control process. The current budget projections (based on the original Business Case) are likely to change in accordance with the outcome of this process.
Digital Infrastructure Tudalen160	CCC	£1.6M	Calculation is based on forecasted inflationary increases.	£1.6M	The programme continues to adopt an agile approach to delivery, ensuring sufficient funding is allocated for the delivery of each project. The programme has secured additional funding to partially fund the delivery of one project, which ensures existing funds can be re-allocated to other workstreams as/if required to support potential cost variances as a result of inflationary pressures.
TOTAL (*allowing for rounding)		£43.5M*	Key mitigation(s)	£12.75M	

4.2 Summary of Risks and areas of concern

The Construction Impact Assessment has 10 questions that represent broader issues being experienced in the construction industry that may affect project delivery; these are mapped across 8 fields to score potential impact and probability of occurrence leading to a high, medium, low (Red, Amber, Green RAG) rating.

The result is shown in the following example return from a Project or Programme:

Ref No.	Risk		Scope and key objectives	Targets	Timescales	Reputation if project fails to deliver	Stakeholders/ partnerships commitment	Project costs	Procurement	Staff resourcing
		Risk or Issue								
	People									
1	labour and/or suitable subcontractors and suppliers	Risk	Low	Low	Low	Low	Low	Medium	Medium	Low
2	main contractor delivery/management team -	Issue	Low	Low	Low	Low	Low	Medium	Medium	Low
	Materials									
3	Lack of availability of construction materials	Risk	Low	Medium	Medium	Low	Low	Medium	Medium	Low
4	Quality of materials	Issue	Low	Low	Low	Low	Low	Medium	Low	Low
	Finance									
5	Rising construction costs	Risk	High	Medium	Low	Medium	Medium	High	Medium	Low
6	Contractor / subcontractor / experiencing financial difficulty	Risk	Medium	Medium	High	Medium	Medium	Medium	Low	Low
	Timelines									
7	Delays in due to traditional infrastructure project factors	Risk	Low	Medium	High	Low	Low	Medium	Low	Low
8	delay in obtaining relevant construction related / operational approvals	Risk	Medium	Medium	High	Medium	Medium	Medium	Low	Low
	Policy/political									
9	industry/governmental statutory & mandatory requirements	Issue	medium	medium	low	low	low	Medium	low	low
	Other									
10	other risks/issues in relation to construction not highlighted above									

The programme and projects returns are summarised at Portfolio level in Table 3

Impact Field	Scope	Targets	Time	Reputation	Stakeholder/ Partnerships	Costs	Procurement	Resources
Risk / Issue								
Red	1	0	7	0	0	4	0	0
Amber	11	20	17	19	12	23	18	5
Green	33	25	21	26	33	18	27	40

Table 3: Portfolio construction impact risk assessment summary

No change since last reported. There are currently 3 areas of high concern, these being: Scope, Time and Project costs.

A full summary by project is shown in Appendix 2

Areas of concern will continue to be monitored, and as any issues arise, along with associated change requirements, the change notifications and change requests will be submitted to the PoMO and reported/escalated accordingly to stakeholders as per the SBCD change procedures.

This will ensure that:

- All change is reported, recorded, escalated, and approved appropriately.
- Any mitigations required are implemented.
- The overall success of outcomes, outputs and impacts are not affected.

An explanation of methodology is given in Appendix 1

7.0 Conclusion

Although there are several recommended mitigating options available to project leads (see Section 8), the common approaches to address the funding shortfall are to:

- Secure more funding
- Revisit the construction brief
- Open dialogue with contractors.

Inflationary uncertainties aside, the Construction sector seems more settled now than in 2022 when the original CIA was compiled and the spike in prices and material supply issues were at a peak. Although prices remain high, they are more consistent, and supply is much improved. Some market volatility remains with metal doors and windows, ready mix concrete and some insulation materials seeing significant price increases in Q4 23, but fabricated structural steel, concrete reinforcing bars (steel), imported sawn or planed wood and imported plywood all seeing significant reductions. Contract terms and recruitment/labour costs remain big issues across the sector.

Inflation rates seem to be falling against predictions which will help future procurements.

While value management is always important, it is particularly so at a time when budgets are under pressure. Regular reviews should be undertaken to look for opportunities and to ensure the best use of available resources.

Altering the specification and reducing floorspace needs caution as it may affect the projects' ability to achieve its intended targets; this could be attracting tenants and thus achieving rental income, being able to deliver jobs or being fit for original intended purpose.

Those projects that are in early procurement stages are assessing the procurement pathways available. Entering dialogue with contractors to manage any cost issues is recommended as best practice by industry bodies.

Mitigating actions by Lead Delivery Organisations reduce the headline shortfall figure but significant residual shortfall remains.

The PoMO continues to monitor the impact of inflation, cost and effect of mitigating actions. Any changes will be recorded via the change notification process with any significant change being managed via the change request process.

It is important to note that the report does not include future procurements that are yet to be designed and costed, such as future zones/phases in respect of the life science projects (Pentre Awel Zones 2,3,4 and

Campuses Phase 2). These have been omitted as SBCD funding is not directly utilised to develop them, and due to their nature, a reliable estimate is unobtainable at present.

The above phases are part of the project Business Cases and there remains a risk that increased costs may affect delivery of future stages which, in some cases, may affect achievability of programme and project benefits and deliverables.

A Construction Costs/Community Benefits sub-group has been formed to allow programmes and projects to share best practice and discuss lessons learned.

This sub-group reports to the PoMO and Project Leads group and Programme (Portfolio) Board.

Appendix 1 - Methodology

Cost Estimates

Current estimated costs (October 23) have been provided by the SBCD Programmes and Projects; these can be based on either:

- Actual cost- where current tender prices have been provided or
- Estimated cost - where projects are pre-tender

UK inflation rates at 1.25% have been applied to financial years 2017/18 – 2022/23 to demonstrate projected estimation figures. This was the rate when the original Construction Cost report was created.

It should be noted that from September 2022 the rate of inflation rose to 5.25% (October 2023) and currently sits at 3.9% (Jan 2024).

Building Cost Information Service All-in Tender Price Index (TPI) ([bcis.co.uk](https://www.bcis.co.uk)) indices were used to calculate projected estimations for future years (2023/24 – 3.2%, 2024/25 – 3.9%). These indices are industry specific and were deemed most appropriate to apply. The BCIS 4Q 2023 TPI figure now shows a decrease to 3.5% down from 4.9%.

Inflationary rates are estimated and where Building Cost Information Service indices have been used these by their nature do not account for volatile or unexpected adjustments.

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:

		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	
10	<u>Other</u> 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).

Impact Field	Scope	Targets	Time	Reputation	Stakeholder/ Partnerships	Costs	Procurement	Resources
Risk / Issue								
Red								
Amber								
Green								

The example in Sect 4, 4.2 shows a completed assessment.

Once completed, the author must then identify mitigations that are/will be put in place along with any resource requirements in enacting these mitigations. The PoMO collate the returns and total the number of red/amber/green occurrences and report in Table 3, Section 4 above.

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.

Appendix 2

Programme and Project Construction Risk Assessment Summary

Impact Criteria									
Project/Programme	Notes	Scope and key objectives	Targets	Timescales	Reputation if project fails to deliver	Stakeholders/ partnerships commitment	Project costs	Procurement	Staff resourcing
Swansea Waterfront		All Green	Amber x 2	Amber x 5	Amber x 6	Amber x 1	Amber x 2	Amber x 2	Amber x 2
Campuses		Red Risk x 1 - Finances Amber x 3	Amber x 6	Red Risks x 3 - Finances (2) / Timeline Amber x 1	Amber x 3	Amber x3	Red Risk x 1 Finances Amber x 8	Amber x 4	All All Green
PDM		Amber x 8	Amber x 9	Red Issue - Finances Red Risk - Finances Red Risk - Timeline Red Risk - Other (Post Brexit scenarios) Amber x 6	Amber x 8	Amber x 7	Red Issues x 2 - Finances Red Risk x 1 - Other(Post Brexit scenarios) Amber x9	Amber x 7	Amber x 1
Pentre Awel		All Green	All Green	Amber x 1	Amber x 3	All Green	Amber x 3	Amber x 3	All All Green
SILCG		All Green	Amber x 2	Amber x 5	Amber x 6	Amber x 1	Red Issue x 1 - Finances Amber x 1	Amber x 2	Amber x 2
Yr Egin	stage 2 stc								
Digital	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Skills	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
HAPS	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

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SWANSEA BAY CITY REGION JOINT SCRUTINY COMMITTEE

DATE 25th July 2024

SBCD Evaluation Framework

RECOMMENDATIONS/KEY DECISIONS

To present the Evaluation Framework detailing the evaluation arrangements for the Portfolio and its constituent programmes and projects as at Appendix A.

1. Introduction

The establishment and delivery of effective evaluation arrangements for the SBCD Portfolio is crucial for demonstrating the impact of the projects and programmes over the timeframe of the City Deal. The need for an emphasis on benefits realisation has been highlighted in several Gateway assurance reviews at a portfolio and project level and will be key in demonstrating the success of the SBCD interventions.

To facilitate this process, the PoMO established the SBCD Evaluation Task and Finish Group to oversee the development of an effective and workable approach to evaluation for the SBCD Portfolio. The main purpose of the Group was to agree and co-ordinate an approach and timeframe to evaluate the Swansea Bay City Deal Portfolio and associated Programmes and Projects.

The Group consisted of project / programme leads and PoMO team members who met monthly to shape the development of the approach. The Terms of Reference of the Group were to:

1. Agree the SBCD Evaluation rationale and principles
2. Develop an evaluation framework for the SBCD with robust and timely evaluative measures to determine the success of the SBCD Portfolio
3. Map project and programme benefits realisation/evaluation schedule
4. Agree key roles, responsibilities, and activity to embed the SBCD Evaluation Framework
5. Review monitoring and evaluation commitments in approved Business Cases (including Investment Objectives, CSF, Key deliverables, Benefits plan, etc)
6. Consult with SBCD SRO's via PM's (Project / Programme Managers),. The Chair in consultation with PM's will determine appropriate consultation with other stakeholders
7. Determine appropriate routes to evaluate the SBCD Portfolio using external organisations where appropriate to evaluate economic impact of the Portfolio, Programmes and Projects

8. Undertake a review of other evaluative activity and best practice outside of the SBCD

The output of the Group is the draft SBCD Evaluation Framework as described in the section below.

2. SBCD Evaluation Framework

The SBCD Evaluation Framework is attached at Appendix A. The Framework incorporates the rationale, principles, roles and responsibilities and methodology in the approach to evaluation of the SBCD portfolio.

The Framework also includes a schedule of evaluations for the overall Portfolio and for each of the headline projects and their main component parts. It is accepted that this information may change as projects continue to be developed and delivered.

Key to the development of meaningful evaluation arrangements will be the regular tracking and reporting of benefits. Each project and programme has now formalised benefits registers, benefits maps and benefit profile to ensure that this process is robust.

It is acknowledged that clarification on alternative measurements for economic impact / GVA needs to be resolved. This issue is identified in the recent Audit Wales report and will be actioned by the PoMO.

Appendices:

A: SBCD Evaluation Framework v1.0

B: Evaluation Profile Template

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Swansea Bay City Deal Evaluation Framework



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1. Purpose and Scope

The purpose of this document is to provide a framework for the coordination, management and resourcing of the evaluation arrangements for the Swansea Bay City Deal (SBCD) Portfolio and its constituent programmes, projects and workstreams. The framework provides clarity for programme and project Senior Responsible Owners (SROs) and their teams, Welsh and UK governments and partner organisations on the evaluation arrangements that will apply across the SBCD Portfolio. It also provides a framework that meets the requirements and expectations of both governments and the SBCD Joint Committee for the monitoring, evidencing and reporting of the committed benefits and impacts of the portfolio and the drawdown of City Deal funds.

The application of an effective evaluation framework is essential to demonstrate the beneficial consequences of the delivery and operation of projects and programmes and is good project / programme management practice.

Evaluation of a project or programme provides a systematic, evidence-based method to assess whether it has successfully achieved the defined key goals and objectives. It should also capture and assess any benefits not envisaged at the outset of the project or programme. Evaluation during project delivery can also help to identify areas for improvement in project delivery in order to realise the objectives more efficiently, creates a track record of delivery and can act as a catalyst for further investment.

It is essential that the overall SBCD Portfolio and its constituent projects and programmes have proportionate and effective evaluation arrangements in place to evidence and assess that activities have attained their stated objectives and benefits. Key benefits have been identified in the investment objectives, funding agreement and benefits registers of each project or programme business cases. The arrangements for evaluation should also be set out in the Management Case of the individual business cases.

Once approved by the SBCD JC, this framework will be incorporated into the existing Portfolio Monitoring and Evaluation Plan, which provides detail on the monitoring, measuring and reporting requirements across the portfolio.

This framework was produced in response to key recommendations and discussions through assurance reviews, audit and scrutiny. The SBCD Portfolio Management Office (PoMO) coordinated and authored the framework in consultation with all SBCD project / programme leads through a PoMO task and finish group as detailed below.

2. SBCD Evaluation Task and Finish Group

The SBCD Evaluation Task and Finish Group was established to oversee the development of an effective and workable approach to evaluation for the SBCD Portfolio. The main purpose of the Group was to agree and co-ordinate an approach and

timeframe to evaluate the Swansea Bay City Deal Portfolio and associated Programmes and Projects.

The Group consisted of project / programme leads and PoMO team members who met monthly to shape the development of the Framework. The Terms of Reference of the Group were to:

1. Agree the SBCD Evaluation rationale and principles
2. Develop an evaluation framework for the SBCD with robust and timely evaluative measures to determine the success of the SBCD Portfolio
3. Map P&P benefits realisation/evaluation schedule
4. Agree key roles, responsibilities, and activity to embed the SBCD Evaluation Framework
5. Review monitoring and evaluation commitments in approved Business Cases (including Investment Objectives, CSF, Key deliverables, Benefits plan, etc)
6. Consult with SBCD SRO's via PM's (Project / Programme Managers),. The Chair in consultation with PM's will determine appropriate consultation with other stakeholders
7. Determine appropriate routes to evaluate the SBCD Portfolio using external organisations where appropriate to evaluate economic impact of the Portfolio, Programmes and Projects
8. Undertake a review of other evaluative activity and best practice outside of the SBCD

The rationale, principles, roles and responsibilities and methodology within this Framework were developed and agreed through the Evaluation Task and Finish Group.

3. Rationale and Principles

The rationale for the SBCD Evaluation Framework is to produce a systematic and impartial assessment of Swansea Bay City Deal Portfolio and constituent Programmes and Projects, that qualifies and promotes success aligned to key deliverables set out in the Portfolio and Project/Programme Business Cases and funding agreements.

The following key principles have been identified in the formulation and will be adopted in the delivery of the Framework.

1. Transparency

- a) Promote transparency and active sharing of data, findings, outcomes and insight in its simplest form, with the goal of equitable access to information.
- b) Encourage collaboration and engagement of members.

2. Simplicity

- a) Ensure a simplistic approach to the process and completion of the evaluation.
- b) Ensure the evaluation is designed, conducted and reported with a clear purpose so that it is understood, not complicated and there is no margin to interpretation.

3. Timely

- a) Ensure timely individual programme / project and Portfolio level evaluations take place at key milestones with realistic timescales. With consideration given to required resources and dependencies within the project/programme and across the Portfolio.

4. Impartiality

- a) Ensure impartiality and fairness, the evaluation will be undertaken by an independent external expert where there are no declarations of interest.

5. Transferability

- a) Share Best Practice by creating a simplistic framework and methodology so that other organisations and projects can adopt.

6. Robustness

- a) Robust approach to evaluation which involves the appropriate and rigorous application of different methods not just to find out what happened but to understand the why and how and have confidence in what the findings / evidence shows.

4. Roles and Responsibilities

The following key roles and responsibilities have been identified in the ensuring that robust and effective evaluation arrangements are in place.

SBCD Portfolio SRO	<ul style="list-style-type: none">• Overall responsibility to ensure that robust monitoring and evaluation arrangements are in place for the SBCD• Initiation of evaluations for overall SBCD Portfolio• Ownership of Portfolio business case investment objectives, benefits register and monitoring and evaluation plan• Ownership of Portfolio evaluation reports• Ensure resources are available to undertake Portfolio level evaluations
SBCD Portfolio Director	<ul style="list-style-type: none">• Direct responsibility for the establishment and management of effective monitoring and evaluation arrangements for the SBCD• Direct responsibility for the coordination of the Monitoring and Evaluation Plan, aligned to Portfolio business case investment objectives and benefits register• Procuring Portfolio evaluations• Oversight and coordination of evaluations for constituent programmes and projects• Deployment of appropriate resources to undertake Portfolio level evaluations• Review and development of the monitoring and evaluation framework
SBCD PoMO	<ul style="list-style-type: none">• Management of the SBCD monitoring and evaluation arrangements across the Portfolio• Advice and support on the management and delivery of agreed monitoring and evaluation arrangements

	<ul style="list-style-type: none"> • Implementation of the Portfolio monitoring and evaluation plan • Reporting and communication of monitoring and evaluation findings at Portfolio level • Review and development of the monitoring and evaluation framework
Programme / Project SROs	<ul style="list-style-type: none"> • Responsibility to ensure that robust monitoring and evaluation arrangements are in place for the project / programme • Initiation of evaluations for projects / programmes • Ownership of project / programme business case investment objectives, benefits register and monitoring and evaluation arrangements • Identifying what will be evaluated at project / programme level, when evaluations will be undertaken and agree baselines / evidence to support measuring success • Ownership of project / programme evaluation reports • Ensure resources are available to undertake project / programme evaluations
Programme / Project Teams and Leads	<ul style="list-style-type: none"> • Management of the monitoring and evaluation arrangements for projects / programmes • Implementation of the project / programme monitoring and evaluation plan and business case commitments • Reporting and communication of monitoring and evaluation findings at project / programme level • Gathering evidence for monitoring and evaluation purposes • Establishment of baselines to measure successful delivery • Present relevant and timely M&E information in a user-friendly formats to key stakeholders and senior management • Review and development of the monitoring and evaluation framework
WG / UKG City Deal Leads	<ul style="list-style-type: none"> • Endorsement that SBCE monitoring and evaluation arrangements are robust and acceptable • Sharing of relevant plans and reports with relevant Ministers and government officers

Financial arrangements

Projects and programmes - It is the responsibility of the Lead deliver(s) to monitor and evaluate the successful delivery of the project or programme, which is aligned to the investment objectives and benefits outlined in the Business Case. The cost of undertaking an evaluation will be dependent on the scope of each specific commission.

Evaluation costs could vary significantly, depending on the scope and volume of evidence required against a set number of benefits in a project or programme. Costs can be minimised by internally capturing evidence by the Project team that will only require qualifying and being used to assess wider impacts.

Portfolio – the PoMO will utilise part of the Joint Committee agreed budget to undertake milestone evaluations. These will consider the component project and programme evidence and evaluations, along with other data to evaluate the success of the Portfolio, based against the Portfolio Business Case investment objectives.

5. Methodology

There are various methods and techniques that can be used to measure the performance, effectiveness, quality, or impact of the SBCD programmes and projects. An effective evaluation will assess the performance of the programme / projects against the stated investment objectives in the business can and the deliverables defined in the funding agreements and benefits plan / register.

The choice of evaluation methodology depends on the specific goals of the evaluation, the type and level of data required, and the resources available for conducting the evaluation.

The importance of evaluation methodologies lies in their ability to provide evidence-based insights into performance and impact. By using appropriate evaluation methodologies, stakeholders can assess the effectiveness of their operations and make decisions to improve their likelihood of achieving successful outcomes.

The main types of evaluation methodologies and their requirements are shown in the table below. Each methodology has its strengths and limitations, and a combination of both approaches is often the most effective in providing a comprehensive understanding of outcomes and impact.

Methodology	Features	Design / Methods	Requirements
Theory-Based	<ul style="list-style-type: none"> A theory of change explains how an intervention is expected to produce its results How interventions lead to desired results, by considering underlying theories that inform the portfolio, programmes or projects 	<ul style="list-style-type: none"> Set of assumptions Logic models Proven methodologies Use of monitoring data BC economic appraisal e.g. GVA, QALYS 	<ul style="list-style-type: none"> Specialist input Data availability Proven sector-recognised techniques
Quantitative	<ul style="list-style-type: none"> Provide precise, measurable, numerical data that can be compared and analysed statistically 	<ul style="list-style-type: none"> Surveys Performance Indicators Statistical Analysis 	<ul style="list-style-type: none"> Data availability Performance monitoring Specialist statistical analysis

	<ul style="list-style-type: none"> • Focus on measuring specific variables and relationships between them • Objectivity of the data, minimising bias and variability 	<ul style="list-style-type: none"> • Cost – Benefit Analysis 	<ul style="list-style-type: none"> • Proven sector-recognised techniques
Qualitative	<ul style="list-style-type: none"> • Subjective, non-numerical nature of the data and interpretation / analysis • Focus on exploring complex phenomena, such as attitudes, perceptions, and behaviours, and understanding the meaning and context behind them • Provides insights into people's experiences and perspectives 	<ul style="list-style-type: none"> • Interviews • Observations • Document review • Focus group discussions • Case studies 	<ul style="list-style-type: none"> • Resource intensive • Documentary evidence • Bespoke interview / survey design
Mixed	<ul style="list-style-type: none"> • Combination of the above approaches 	<ul style="list-style-type: none"> • Combination of above methodologies 	<ul style="list-style-type: none"> • Dependant on the balance between the above approaches

The approach to evaluation for the SBCD portfolio, programmes and projects will consist of a combination of these methods to achieve a thorough understanding of the outcomes and impacts of the various interventions. This approach will enable a robust evaluation to be designed and undertaken that can embrace the complexity of the SBCD Portfolio and the associated key deliverables.

Benefit Tracking and Reporting

To apply an accurate and effective evaluation framework, it is essential to undertake appropriate data collection across the SBCD portfolio with a robust evidence base to support the evaluations.

Project Leads and SROs are required to ensure that all requirements to gather key data and information is in place through monitoring and reporting processes to enable evaluations.

Each project and programme are required to establish, maintain and report the following documents associated with benefits realisation which will provide a comprehensive assessment of main benefits across the SBCD portfolio.

Benefits Register – a single document that identifies each benefit, a short description, the objective the benefit links/contributes to, the benefit owner, the beneficiaries, the baseline, target and measurement methodology.

Benefits Profiles – describing each specific benefit in more detail, defining the uplift, articulating how the project/program will measure and report on its progress with an assessment of main risks and dependencies associated with achieving the benefit

Benefits Map - diagrammatic format which captures and communicates the relationship between stated project outputs, outcomes and impacts

It is crucial that these documents are continually developed and maintained as projects and programmes progress to track the outputs, outcomes and impacts.

Individual project and programme benefits maps are attached at Appendix 1.

It is recognised that some information will be derived from other sources such as published data sources that will supplement the benefit information being tracked and reported through the Portfolio. Where qualitative evidence is required, this may be sourced from bespoke, surveys, interviews, case studies, etc.

At a portfolio level, there are overarching benefits common to all projects and programmes. These are jobs, investment induced and wider economic impact. Consistent definitions and the method of management will be developed across the portfolio. There will be more specific and varied benefits at a programme and project level that will capture a range of data that is aligned to the benefit register. The diagram below provides examples of some of the key benefits being tracked across the programmes and projects:



Diagram 5.1 Examples of Project / Programme Benefits

Projects and programmes will report on both delivery and operational benefits, as identified and committed to in their approved outline business cases. Delivery benefits will include the outputs and outcomes of the construction phase of the project. These will be incorporated in each of the project level benefit registers and will include the target, timescale, ownership and measurement of each benefit. The project benefit profiles will also provide further definition of the benefit and how it will be measured. The monitoring and evaluation information will then be used in the project evaluations and will also be used in the mid-term and final evaluations of the overall SBCD Portfolio. The evaluation assessment will need to consider the achievement and impact of benefits at a local, regional (South West Wales), and national basis.

Benefits will be defined in terms of outputs, outcomes and impacts and are defined and identified in each project / programme funding agreement.

Outputs (Delivery Benefits)

Outputs are the direct and tangible delivery phase benefits of a project or programme i.e. the build of a building or delivery of a skills pilot programme.

The funding agreements define outputs as:

the first level of direct immediate term results associated with a project. These outputs are defined within the Project Business Case and are the defined achievements as a direct result of investment into the Project.

These will be tracked and reported during and following completion of the project as part of the regular reporting arrangements. This data will then be used in the scheduled project and portfolio evaluations.

Outcomes (short term Operational Benefits)

Outcomes usually occur because of delivering outputs and often in the operational phase of a project or programme. However, outcomes can also occur during the delivery i.e. Construction jobs

The funding agreements define outcomes as:

the second level of results associated with a project and the medium-term consequences of the Project. Outcomes relate to the project goal or aim. These are consequential outcomes as a result of the achievement of the Project Agreed Outputs.

Project Impacts (longer term Operational Benefits)

Impacts usually occurs after a longer period once delivery is complete and operations are near to capacity.

The funding agreements define outcomes as:

the third level of project results and the long-term consequence of a project. Project Impacts are the macro-economic benefits of successful project delivery to the Swansea Bay City Region. These are positive purposes that meet local and national aims and objectives as a result of project completion.

it is recommended that evaluating project outcomes and impact to be undertaken between 1-3 years post completion, depending on the availability of evidence and data to support the scope of the intended evaluation. This will include an evaluation of the impact of construction phase activities. Projects will be required to identify and plan what will be evaluated, when and how for each of their distinct project elements.

Outputs, outcomes and impact will be:

1. Evidenced, monitored and measured by the Lead Delivery Project Team, and;
2. Evaluated:
 - a. Internally by the Lead Delivery Project Team; or
 - b. Externally by an appointed person or organisation via a procurement process (if required)

Examples of outputs, outcomes and impacts:

Outputs
Buildings constructed
Floorspace created
Training courses established
No. of homes with energy efficient technologies
Outcomes
Jobs created
Business start ups
Investment levered
Training and apprenticeship opportunities
Impact
Additional regional GVA (or equivalent)
Increased QALYs
Reduced carbon emissions
Retention of skilled labour force

Baselines

The effectiveness of evaluations will be largely dependent on the established baselines and data collected by projects and programmes during their delivery and operational phases. Key documents in identifying the relevant benefits will include the business cases (notably the stated Investment Objectives and deliverables), which are reflected in the project and programme funding agreements.

Each programme and project should provide a baseline status against which the impact of the specific interventions can be attributed and assessed through an evaluation process. Programmes and projects will need to demonstrate how the intervention has been effective through progression in the baseline indicators. For projects that have been completed, it is envisaged that much of the baseline information will be derived from the original business cases. Projects will not be expected to undertake work to retrofit the baseline position where this information is not readily available.

It is also recognised that some project elements will have been subject to separate evaluations and appraisals through other mechanisms e.g. externally funded projects such as WEFO. The information from these evaluations will be valuable in building the overall picture of the outcomes and impacts achieved across the whole Portfolio.

Change Control

Changes to the defined deliverables (outputs, outcomes and impacts), and agreed targets will need to be reported via the SBCE Change Management Process. All key

changes will need a change notification, and depending on the level of impact, a change request may be required with evidence to support an approval at either a local, regional or governmental level.

Specialist Advisors

To ensure the objectivity and robustness of the evaluation process, it may be necessary to commission specialist advisors to review and evaluate the available data, design the evaluation, undertake any bespoke evidence collection and produce an evaluation report. The specialist input will be required to ensure that recognised, sector-based methodology and evidence is used throughout the evaluation process to enhance its robustness and credibility.

The SRO, supported by the PM, is responsible for commissioning this specialist input and for ensuring that the evaluation undertaken is specifically designed to respond to the investment objectives and key deliverables of their business case.

Coordination across the programmes and projects will be required to ensure that format, methods of evaluation and metrics used can be readily combined to give an overall picture at the Portfolio level.

6. Evaluation Schedule

Co-ordination at the portfolio, programme and project levels will be required to ensure that the timing and reporting of evaluation on elements of the SBCD can be planned, tracked appropriately and consistently.

The estimated timeframes for Portfolio evaluation are show below. The evaluation arrangements consist of two mid-term evaluations, assessing the progressive impact of the Portfolio interventions, together with a final evaluation at the end of the SBCD portfolio timeframe. The first mid-term evaluation will be undertaken in Q1 of 2025/26 and will incorporate the impact of Years 1-7 (to end of 24/25) of the SBCD.

Timeframe	Financial Years	Portfolio Evaluation
Year 1-7	2017/18 to 2024/25	Mid-term evaluation 1
Year 8-12	2025/26 to 2029/30	Mid-term evaluation 2
Year 13-15	2030/31 to 2032/33	Final evaluation

An Evaluation Schedule has been developed for the projects and programmes of the SBCD. This schedule identifies the evaluation timeframes for each element of the headline projects and programmes and how these will feed into the scheduled Portfolio evaluations.

The table below shows the planned schedule for evaluations for each of the headline projects and programmes and their constituent elements. It is recognised that this schedule is subject to change as project delivery dates are confirmed. Evaluation dates will be included on the project level IAAPs and reported as part of the regular quarterly

reporting process.

Project / Programme	Evaluation Timeframes	Project Element	Project Evaluation	Portfolio Evaluation
Pentre Awel	Q1 2022 – Q2 2025	Zone 1 construction and Community Benefits	Checkpoint	Mid Term 1
	Q1 2025- Q1 2027	Zone 1 - Operation	Checkpoint	Mid Term 2
	2024/25-2028/29	Zone 1 - Operation Zone 2 – Construction and operation Zone 4 – Construction and operation	Mid Term	Mid Term 2
	2023/24-2032/33	Zone 1 - Operation Zone 2 – Operation Zone 3 – Construction and operation Zone 4 – Operation	Final	Final
Digital Infrastructure	Annual	Programme wide – Investment (Public and Private)	Annual Mid Term	Mid Term 1 Mid Term 2 Final
	TBC	Programme wide – Economic Impact	Final	Mid Term 2
Skills and Talent	2021/22-2026/27	Programme wide	End of Programme	Mid Term 2
	2021/22-2031/32	Programme wide	Final	Final
HAPS	TBC	TBC	TBC	TBC
SILCG	From 2022	Bay Technology Centre – Construction and operation AQMP	Mid Term	Mid Term 1

	Other Evaluation timeframes to be agreed by SILCG Board	SWITCH – Construction and operation AMPF – Construction and operation	Mid Term	Mid Term 2
PDM	2018-2026	PDI PDZ MEECE META	Mid Term	Mid Term 2
	2018-32	PDI PDZ MEECE META	Final	Final
Swansea Waterfront	2020/21-2024/25	Arena – Construction and operation	Final	Mid Term 1
	2022/23-2026/27	71-72 Kingsway – Construction and operation	Final	Mid Term 2
		Other project elements TBC		Final
Campuses	2024/25-2028/29	Singleton Phase 1 – Construction and operation Morrison Phase 1 – Construction and operation Singleton Phase 2 (part) – Construction and operation	Mid Term	Mid Term 2
	2024/25-2032/33	All phases – Construction and operation	Final	Final
Egin	2018/19-2023/24	Egin Ph1 – Economic impact	Final	Mid Term 1
		Other project elements TBC		

Flexibility exists for projects and programmes to evaluate at appropriate timeframes and intervals, with the accepted approach to extrapolate forecasted economic impact between the evaluation and end of Portfolio lifecycle i.e. 2033. This will need to be qualified by an external evaluator and assumptions made and tested during the evaluation and at future points.

For example, the results of the project level evaluations will be used to forecast future impacts of these interventions to the end of the portfolio period i.e. unless there are significant changes to the operation of a specific project, the benefits identified will assume to accumulate year on year to the end of the portfolio timeframe.

The results of the evaluation for Year 1-7 will then be taken forward and included within the evaluation for Year 8-12 together with the regular benefits reporting data across the portfolio. A schedule of project level evaluations will be developed for this second mid-term portfolio evaluation.

The final portfolio evaluation will capture the results of both mid-term evaluations together with any outstanding projects that have become operational during this period and supplemented with the latest benefits reporting data to give an overall picture of the impact of the SBCD portfolio.

7. Governance and Oversight

Monitoring of portfolio, programme and project benefits will continue to be developed and undertaken on a quarterly basis and reported to programme / project boards and through the SBCD governance process.

Evaluation reports and a summary of the main findings will also be reported for information to programme / project boards and through the SBCD governance process for information. The report will include a commentary by the SRO, detailing any actions that are required to further promote the successful delivery of the portfolio, programme or project.

SBCD Programme (Portfolio) Board will be responsible for signing off the Framework.

The arrangements as described in this Framework will be further developed as the portfolio progresses. Oversight of the development and implementation of the SBCD Evaluation Framework will be undertaken by the Portfolio Director in collaboration with the programme / project SROs and teams.

The Framework will be formally reviewed on an annual basis.

Appendices

1. Project / Programme Benefit Maps
2. Project / Programme Evaluation Profile Template

SBCD Evaluation Profile

The Project / Programme Lead must complete an Evaluation Profile for each Evaluation undertaken, as identified in the SBCD Evaluation Framework schedule. Engagement with the PoMO will ensure evaluation purpose alignment to the Portfolio and Project/Programme Business Case objectives.

Programme / Project:		
Evaluation Type	[Mid Term / Final]	
Geographical Context of Evaluation	[UK/Wales/Regional/Local]	
Types of impact Evaluated	[e.g. Economic / Investment / Health]	
Internal or External Evaluation	[Internal / External/Combined]	
Name of Organisation Commissioning Evaluation	[Organisation]	
Lead organisation(s) undertaking Evaluation	[Name of Organisation(s). If appointment of an external organisation is unknown or requires procurement then enter TBC until details are known]	
Methodology	[Is the planned methodology: Theory based / Quantitative / Qualitative / Mixed]	
Project Elements	[List project components included in evaluation scope]	
Evaluation Period	[Date range]	
Date of Proposed Evaluation	[Date that Evaluation Process will be undertaken]	
Benefits Included	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
	[Ref No.]	[Ref No.]
Previous Evaluations		
Approved by SRO	Yes/No	

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Joint Committee Work Plan February 2024

Category	Action	Development Timeframe	JC Board Date	Responsibility
Governance	SBCD Highlight Report	Monthly	All	PoMO / PB / JC
	Joint Committee Meetings	Bi Monthly	Bi Monthly	SBCD PoMO / Democratic Services
	Review PB Chair	TBC	TBC	PoMO / PB / JC
	Joint Committee Forward Work Plan	January 2024`	February 2024	PoMO / JC
	Review Joint Committee Terms of Reference	TBC	TBC	SBCD PoMO /JC
	Declarations of interest - Status Update	November 2023	February 2024	PoMO / PB / ESB / JSC / JC
	Innovation Matrix & Precinct Update	November 2023	February 2024	PoMO / PB / JC
	Revised Monitoring & Evaluation Plan	March 2023	April 2024	PoMO / PB / JC
	Risk Management Strategy	January 2023	April 2024	PoMO / PB / JC
	Evaluation Framework	December 2023	April 2024	PoMO / PB / JC
	Portfolio Business Case Updated	Jan-Mar 24	April 2024	PoMO / PB / JC / UKG&WG
	Campuses Update	February 2024	April 2024	PoMO / PB / JC
	PDM Update	February 2024	April 2024	PoMO / PB / JC
	HAPS Update	March 2024	April 2024	PoMO / PB / JC
	Elect Joint Committee Chair (Annual Basis)	July 2024	June 2024	PoMO / JC
	SBCD Portfolio Gateway Review Recommendation Report	July 2024	September 2024	PoMO / PB / JC
	HAPS Gateway Review	July 2024	September 2024	PoMO / PB / JC
	Review ESB Chair (Annual basis)	October2024	November 2024	PoMO / PB / JC
	SBCD Portfolio Gateway Review Action Plan	September 2024	Quarterly	PoMO / PB / JC
	SBCD Quarterly Monitoring Report	Q1 (April – June), Q2		SBCD PoMO / JC

	<ul style="list-style-type: none"> • Dashboard • Programme / Project activity planned / undertaken • Portfolio Risk Register (Red Risks) • Portfolio Issues Log (Red Issues) • Benefits Realisation Summary • Procurement Pipeline • Communications & Marketing update 	(July – September), Q3 (October – December), Q4 (January – March)		
	Construction Impact Assessment	Monthly	Bi Monthly	PoMO / PB / JC
	SBCD Ministerial Report	Bi Monthly	Bi Monthly	SBCD PoMO / UKG & WG
Comms & Engagement	Comms & Marketing Plan	January 2024	February 2024	PoMO / PB / JC
	SBCD Annual Report	January 2024 - May 2024	July 2024	SBCD PoMO / PB / JC
	SBCD Primary Stakeholder Event / Local roadshows	Oct 2023 - March 2024	TBC	SBCD PoMO / JC
Legal	Joint Committee Agreement amendments	TBC by Monitoring Officer	TBC	PoMO / Legal / JC
Finance	Quarterly Monitoring	Q1, Q2, Q3, Q4	Quarterly	SEC151 Officer / JC
	NNDR Process - Letter confirming approval when process agreed	TBC	TBC	SEC151 Officer / JC
	Wales Audit Outline Plan	July 2024	July 2024	SEC151 Officer / PoMO / JC
	Wales Audit Detailed Plan	October 2024	October 2024	SEC151 Officer / Audit / JC
	Wales Audit Report	TBC	TBC	SEC 151 Officer / JC
	Internal Audit TOR	November 2024	November 2024	SEC151 Officer / PoMO / PB / JC
	Joint Committee Annual	September	November	PoMO / PB /

	Budget	2024	2024	SEC151 Officer / JC
	Financial Statements	April 2024	May 2024	SEC151 Officer / JC
	Operational Revenue Reporting	TBC	TBC	SEC151 Officer / JC

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Swansea Bay City Region Joint Scrutiny Committee Forward Work Programme 2024/2025

(All starting 2pm unless otherwise stated)

Meeting Date	Agenda Item	Contact Officer
2022		
25 th July		
17 th September		
3 RD December		
2023		
18 th March		

13 th May		