

Swansea Bay City Deal Change Identification Notice

The Project/Programme Manager (PM) is required to complete a change identification notice under the governance arrangements of the Swansea Bay City Deal (SBCD) and approved change control procedure. The PM needs to submit a copy to the SBCD Portfolio Management Office (PoMO) and the Project/Programme Senior Responsible Officer (PSRO) to determine the level(s) of circulation.

Change Notice Reference:	ST01
Project/Programme Title:	Skills and Talent Programme
Date:	13/6/24

Change description:	<p>Extension of Programme</p> <p>Original timeline 2020/21– 2025/2026</p> <p>Revised timeline – November 2021 to March 2028</p>
Change impact:	<p>The change to programme end date will impact positively on a number of areas. All activity will continue within the existing budget allocation. The reasons for the request to extend the delivery time for the programme are as follows:</p> <ul style="list-style-type: none"> • It will ensure programme benefits can be fully realised and enable the team to recover on the delay to the start of the programme because of recruitment challenges and the impact that the COVID pandemic has had on the delivery of training. • Financial – the increased staffing costs incurred through the extension will ensure the original profiled staffing budget would be spent. There was a delay in recruitment of the project staff at the start of the programme, the extension will therefore not reduce or impact any other budgets. • The City Deal projects are at different stages of delivery, with some already extending their projects due to a number of difficulties including time to start-up projects, funding agreements, procurement, construction costs and inflationary pressures. This has had an impact on determining the skills requirements and understanding around their future skills needs are still being analysed. An extension will minimise the risk of full spend before a clear understanding of the required interventions and will ensure all projects are fully supported. • The development of pilot project applications has not been as intense as originally planned; this is mainly due to new training regimes put in place as a result of Covid. The range of pilot projects have involved a number of different organisations which has resulted in longer lead times to support applicants. An extension will ensure the additional work and data analysis can be

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	<p>carried out allowing higher quality, and therefore better value for money and fit for purpose, skills interventions.</p> <ul style="list-style-type: none"> • Many of the City Deal projects will not be developing their community benefits until 2026 and 2027 and these will require upskilling and new skills to be delivered to support the projects moving forward. By extending the programme end date the Skills and Talent Team will capture the new apprenticeships created and will be able to support the skills development in the new areas identified. • Since writing the original bid for funding there have been some changes in projects timelines both within the City Deal portfolio and external projects such as the Celtic Freeport and the Floating Offshore Wind Project that all require new skills to benefit the residents of the region. • The Impact of the Extension to some staff contracts has been considered and is being addressed. <p>The above points will all support the delivery of other City Deal projects community benefits and Portfolio objectives more robustly, maximising impact.</p>										
	Select which of the below are affected by the change:										
	<table border="1"> <thead> <tr> <th>Cost</th> <th>Time</th> <th>Quality</th> <th>Benefits</th> <th>Portfolio Objectives</th> </tr> </thead> <tbody> <tr> <td></td> <td style="background-color: #76b82a;"></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Cost	Time	Quality	Benefits	Portfolio Objectives					
Cost	Time	Quality	Benefits	Portfolio Objectives							

Risks or Issues	<p>This intervention will mitigate some risks that the programme have highlighted previously.</p> <ul style="list-style-type: none"> • Apprenticeship recruitment figures – as these figures are reliant upon the recruitment of apprentices by the 8 city deal projects, the delays to those Projects has resulted in lower than anticipated recruitment. As those projects move forward, our extension will allow the programme to support and increase apprenticeship recruitment. • Understanding of future skills needs of other city deal projects and other inward investment in the region – with the continuing changing landscape of investment and the resulting skills needs the extension of the Skills and Talent Programme will allow further work in this area.
Change to business case	<p>This change will be reflected in a future iteration of the Skills and Talent Programme Business Case, under the Management and Financial cases.</p>

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