

Swansea Bay City Deal Joint Scrutiny Committee

Meeting Date	Agenda Item	Type	Comments	Contact Officer
20 th July 2021	<ul style="list-style-type: none"> • SBCD Change Control Process 	Monitoring		Jonathan Burnes
	<ul style="list-style-type: none"> • Benefits Realisation - Benefits Profiles 	Monitoring		Jonathan Burnes
	<ul style="list-style-type: none"> • Update on Regional Project - Skills & Talent (Business Case) 	Monitoring		Jane Lewis (Project Lead)
	<ul style="list-style-type: none"> • SBCD Annual Report 	Information		Jonathan Burnes
	<ul style="list-style-type: none"> • SBCD Highlight Report (Situation Report) 	Information		Amanda Burns
	<ul style="list-style-type: none"> • Internal Audit 	Monitoring	To confirm officer.	
	<ul style="list-style-type: none"> • Update on finances/funding 	Monitoring	Deferred from last meeting. Check if updates required.	Chris Moore/Richard Arnold
	<ul style="list-style-type: none"> • Minutes of Joint Committee and FWP 	Information	For information only. Swansea website.	
14 th Sept 2021	<ul style="list-style-type: none"> • Update on the regional Project (to include virtual tour where possible) <ul style="list-style-type: none"> • Digital Infrastructure 	Monitoring		Gareth Jones – Project Lead
	<ul style="list-style-type: none"> • Minutes of Joint Committee and FWP 	Information	For information only. Swansea website.	
	<ul style="list-style-type: none"> • Pentre Awel Update 	Information	Deferred from last meeting.	Dr. Sharon Burford

	<ul style="list-style-type: none"> • Situation Report 	Information		Jonathan Burnes/
	<p>Programme Monitoring Quarterly</p> <ul style="list-style-type: none"> • Action Plan • Implementation Plan • SBCD Programme Risk Register • SBCD Project Risk Register • SBCD Project Issue Log <ul style="list-style-type: none"> • Project associated deliverables – defined project outputs and outcomes 	Monitoring		Jonathan Burnes
9 th Nov 2021	<ul style="list-style-type: none"> • Update on the regional Project (to include virtual tour where possible) – <ul style="list-style-type: none"> ○ Homes as Power Stations 	Monitoring		Lisa Willis – Project Lead
	<ul style="list-style-type: none"> • Situation Report 	Information		Jonathan Burnes/
	<ul style="list-style-type: none"> • Minutes of Joint Committee and FWP 	Information	For information only. Swansea website.	
11 th January 2022	<ul style="list-style-type: none"> • Update on the regional Project (to include virtual tour where possible) – <ul style="list-style-type: none"> ○ Skills & Talent 	Monitoring		Jane Lewis – Project Lead
	<ul style="list-style-type: none"> • Situation Report 	Information		Jonathan Burnes/Amanda Parsons
	<ul style="list-style-type: none"> • Minutes of Joint Committee and FWP 	Information	Information only. Swansea website.	

	Programme Monitoring Quarterly <ul style="list-style-type: none"> Action Plan Implementation Plan SBCD Programme Risk Register SBCD Project Risk Register SBCD Project Issue Log <ul style="list-style-type: none"> Project associated deliverables – defined project outputs and outcomes 	Monitoring		Jonathan Burnes
8 th March 2022	<ul style="list-style-type: none"> Update on the regional Project (to include virtual tour where possible) – <ul style="list-style-type: none"> Digital Infrastructure 	Monitoring		Gareth Jones – Project Lead
	<ul style="list-style-type: none"> Situation Report 	Information		Jonathan Burnes/
	<ul style="list-style-type: none"> Minutes of Joint Committee and FWP 	Information	For information only. Swansea website.	
	PRE ELECTION PERIOD STARTS MID MARCH			
3 May 2022				
Potential Items to be populated in to the Forward Work Programme: <ul style="list-style-type: none"> Review of the Monitoring and Evaluation Plan; The Annual Performance Report; How the committee can support the Risk Management Strategy currently being developed, including the Risk Assessment carried out in relation to Covid 19; Consideration be given to holding further briefing sessions as appropriate. To consider item 'local supply chains' To consider item future role of Committee once all projects approved? 				

- The Actica Review and implementation of the recommendations – monitor
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