

## Swansea Bay City Deal Joint Scrutiny Committee

Meeting Date	Agenda Item	Type	Comments	Contact Officer
27 <sup>th</sup> Sept 2021	<ul style="list-style-type: none"> <li>• Update on the regional Project (to include virtual tour where possible)                             <ul style="list-style-type: none"> <li>• Digital Infrastructure</li> </ul> </li> </ul>	Monitoring		Gareth Jones – Project Lead
	<ul style="list-style-type: none"> <li>• Minutes of Joint Committee and FWP</li> </ul>	Information	For information only. Swansea website.	
	<ul style="list-style-type: none"> <li>• Situation/Highlight Report</li> </ul>	Information		Jonathan Burnes
	<p><b>Programme Monitoring Quarterly</b></p> <ul style="list-style-type: none"> <li>• Action Plan</li> <li>• Implementation Plan</li> <li>• SBCD Programme Risk Register</li> <li>• SBCD Project Risk Register</li> <li>• SBCD Project Issue Log                             <ul style="list-style-type: none"> <li>• Project associated deliverables – defined project outputs and outcomes (to include clarification of terminology – requested from last meeting)</li> </ul> </li> </ul>	Monitoring		Jonathan Burnes/Phil Ryder

29 <sup>th</sup> Nov 2021	<ul style="list-style-type: none"> <li>Update on the regional Project (to include virtual tour where possible) – <ul style="list-style-type: none"> <li>Homes as Power Stations</li> </ul> </li> </ul>	Monitoring		Lisa Willis – Project Lead
	<ul style="list-style-type: none"> <li>Situation/Highlight Report</li> </ul>	Information		Jonathan Burnes
	<ul style="list-style-type: none"> <li>Minutes of Joint Committee and FWP</li> </ul>	Information	For information only. Swansea website.	
	<ul style="list-style-type: none"> <li>Financial Update – breakdown of public funding</li> </ul>	Information	Requested at last meeting. Moved from September as not going to JC until October.	Richard Arnold
	<ul style="list-style-type: none"> <li>Pentre Awel Update</li> </ul>	Information	Deferred from last meeting. Check if update still required by Scrutiny Committee.	Sharon Burford
	<ul style="list-style-type: none"> <li>Internal Audit – Review of recommendations</li> </ul>	Monitoring	Members wish to ensure that recommendations from Internal Audit have been carried out. Update going to Joint Committee on 28 <sup>th</sup> Sept.	Jonathan Burnes
7 <sup>th</sup> February 2022	<ul style="list-style-type: none"> <li>Update on the regional Project (to include virtual tour where possible) – <ul style="list-style-type: none"> <li>Skills &amp; Talent</li> </ul> </li> </ul>	Monitoring		Jane Lewis – Project Lead
	<ul style="list-style-type: none"> <li>Situation Report</li> </ul>	Information		Jonathan Burnes/Amanda Parsons
	<ul style="list-style-type: none"> <li>Minutes of Joint Committee and FWP</li> </ul>	Information	Information only. Swansea website.	

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

- The Actica Review and implementation of the recommendations – monitor