

Portfolio Gateway Review 2021-22 Advisory Note Action Plan

ID	Advisory	Priority		Actions	Target Date	Lead	Sign Off	Status	Dependencies	Update
Gate005	Programme Board and Joint Committee to use the PoBC to maintain alignment with strategic priorities and evolving operational environment changes	Advisory	8.2 Business Case Status	Strategic alignment of PoBC to be reviewed in context of establishment of CJs and updated SBCR Economic Regeneration Strategy and Wales / UK policy priorities Engagement with Chairs of PB / JC / ESB and partner organisations to discuss and agree Portfolio policy alignment priorities	Mar-22	IW	PB/JC	In Progress	Progression of political and policy priorities	To be part of the CEX and Leader discussions moving forwards and reported to SBCD governance Boards when appropriate. PoBC will be updated in Q3/4 2021-22 where a review of the priorities and policy alignment will take place.
Gate006	Review of protocols in relation to communications by Pg / Pj community through the PoMO to other stakeholders	Advisory	8.2 Stakeholders and Communications	Engagement with Pg/Pj community to clarify and agree communication protocols Incorporate in updated stakeholder engagement strategy and communication plan	Nov-21	HH	PB/JC	In Progress	Incorporate as part of review of stakeholder engagement strategy in Gate001a action	Feedback on communications has been incorporated into the survey to all SROs and Programme / Project leads. Survey responses have been received and will be considered for incorporation into stakeholder engagement and communication processes
Gate007	Ensure that the JC and PgB have sufficient flexibility to vire funding across Pg/Pj to ensure continued balance between funding availability and delivery pace	Advisory	8.3 Governance	Confirm arrangements for the allocation and virement of funding as contained in the JCA Utilise change control process to agree any changes to Pr/Pj budget requirements Utilisation funding agreements for the allocation of funding to constituent Pr/Pj	Oct-21	RA	PB/JC	Completed		Financial Manager confirmed that the allocation of funds is set per project/programme as outlined within the JCA. Where these funds remain unutilised by a project/programme the Joint Committee has authority to repurpose these funds as appropriate with approval from both UK and Welsh Governments.
Gate008	Simplify and streamline risk register with potential to apply RAIDO Management techniques	Advisory	8.4 Risk Management	Review presentation of information in risk register Review potential to close lower level, managed risks and the introduction of a risk proximity date to identify issues Incorporate risk information in dashboard presentation in action Gate001	Oct-21	PR	PB/JC	In Progress	Dashboard information linked to completion of Gate001b	Further review to be undertaken on the presentation and content of the Risk Register. RAIDO has recently been adopted with the addition of opportunities added to the risk register
Gate009	More could be done to attract private sector investment on a larger scale across the portfolio, with the Engagement Framework and the Economic Strategy Board being key to this aspect of the SBCD	Advisory	8.5 Review of Current Phase	Finalise and adopt Engagement Framework Identify potential opportunities to attract further private sector investment to the Portfolio eg: Investment Fund	Oct-21	PA	PB/JC	In Progress	Progression of Engagement Framework dependant on finalisation of SBCR Strategy by SQW / Regional Directors	Final draft of Engagement Strategy has been presented to Programme Board. Programme Board recommended deferring approval until the SQW work on the Regional Economic Framework has been completed
Gate010	Closer networking recommended between the PoMO and regional project offices, perhaps evolving organically so that oversight and support go hand in glove, rather than resulting in a negative / burden or 'extra' layer	Advisory	8.6 Readiness for the next phase	Refer to actions under Gate004	Oct-21	PR	PB/JC	In Progress	To be incorporated into actions identified under Gate004	Continued development of networking opportunities such as events. Dedicated PoMO point of contact for Project Leads / SROs in relation to their governance activities ie: programme and project boards. Further opportunities will be identified and actioned from Gate004