Bargen Ddinesig BAE ABERTAWE SWANSEA BAY	Swansea Bay City Deal Portfolio Lev																													
City Deal	Integrated Assurance and Approval	Plan																												
Assurance / approval / Reporting	Activity/Product	Primary client	Mar 0505	Apr	May	Jul		0/2021		Dec	Feb	Mar	May	un]		21/20: deg		Dec	Jan	Mar	Apr	May	Jul	1	2/202	_	Dec	Jan	Heb	Comments
Governance					_							_			_		•													
Portfolio Level																														
Meetings																														
Joint Committee	Meetings	SRO, JC, PoMO	x		x	x		x	x	x x	x	x x	x	x	x	x	x x	x	x x	x	x	x :	x x		x	x x	x	x :	x x	Monthly meeting. August recess.
Programme Board	Meetings	SRO, PB, PoMO	x		x x			x	x	x x	x	x x	x	x	x x	×	x x	x	x x	x	x	x :	x x		x					Monthly meeting.
Economic Strategy Board	Meetings	SRO, ESB, PoMO	х		х	х	х	x x	x	x x	x	x x	х	х	x x	x	x x	х	x x	x	х	x :	x x	х	х	x x	х	X :	x x	Monthly meeting
Joint Scrutiny Committee	Meetings	SRO, JSC, PoMO	x			x		×		x	x	x		x	x	:	x	x	x		x		×	x		x	x	3	x	Meetings every two months.
Regional S151 officers	Meetings	AB, PoMO			х			х		x	х	x		х		х		х		х		_	х		х					Quarterly meeting
WG/UKG/PMO briefing	Meetings	SRO, PoMO, WG, UKG	ш	х	x x	х	х	хх		хх	х	хх	х		x x	. ^	хх	х	^ ^	x	х	x :	х х		х					Monthly meetings
SBCD/WG PMO briefing	Meetings	SRO, PoMO, WG	\vdash		х х		х	хх		x x	х	хх			х х		x x	х	^ ^	x	х	x :	x x		х		х			
PoMO Team	Meetings	SRO, PoMO	4	х	х х			хх		x x		хх			х х			х				x :			х					Weekly meeting
PoMO/Project Leads	Meetings	PoMO, Project Leads	1	$\vdash \downarrow$	х	х	х	хх	x	x x	х	x x	х	х	х х	x	x x	х	x x	x	х	x :	х х	х	х	хх	х	X 2	x x	Fortnightly meetings
Procurement Workshops with Prog / Proj Leads	Meetings	PoMO, Prog / Proj Leads								x x	Ш							Ц		Ш					Ш		\coprod			Meetings with all Prog / Proj Leads held
WLGA Regional City Deal Directors	Meetings	SRO, WLGA, WG		х	х	1	х	х	Ш	х	х	х		х	х		х	х	х	Ш	х	:	x	х		х	х	:	x	Meetings every two months
Key Documentation Review																														
Intregrated Assurance & Approval Plan	Live document. Part of Quarterly Report	SRO, PB, PoMO, JC			x			x		x		x			x		x		x		x		x			x		x		June 2020 approval at JC / Approval every 6 months. Submitted as part of the Quarterly Monitoring Report to PB and JC
Portfolio Business Case	Live document	SRO, PB, PoMO, JC			x	x		x x		x		x								x									x	AOR recommendations complete. Portfolio BC Approval gained from JC March 2021. Awaiting approval from UK / WG
AOR Report	Live document. Part of Quarterly Report	SRO, PB, PoMO, JC, WCGIB							x	x x	x	x					x	x	x x	x						x	x	x :	x x	Recommendations from Audit
Implementation Plan	Live document	SRO, PoMO, PB, JC, JSC			x	x																								July 2020 approval at JC. Qoarterly Monitoring Report replaces the Implementation Plan
Portfolio Issues Log	Live document	SRO, PoMO, PB, JC, JSC	x		х	x		×		x		x			x		x		x		x		x			x		x		Updated on a quarterly basis in line with Portfol Risk Register and Covid Impact Assessment
Portfolio Risk Register	Live document. Part of Quarterly Report	SRO, PoMO, PB, JC, JSC	x		x	×		x	:	x		×			x		×		×		x		×			x		x		Quarterly to JC / PB JSC in line with Issues Log Risk management strategy presented at PB November 2020 and signed off at JC November 2020.
M & E plan	Live document	SRO, PoMO	####		x	x													x x	:								x :	x	Monthly highlight reports in place from Oct 2020 Quarterly monitoring reports in place from Nov 2020.
Highlight Report	Live document	PoMO, JC, PB						x	x	x	x	x	x	x	x	: x	x	x	x	x			x x		x	x	x	x	x	Key prog / proj activity and risks presented mor to JC and PB
Quarterly Monitoring Report	Live document. Part of Quarterly Report	PoMO, JC, PB						×	:	x		x			x		x		x	:		x		x		x		1	x	Key achievements last 3 months, activity planne next 3 months, also includes appendicies: IAAP Portfolio Risk Register, Covid Impact Assessme AOR progress, Financial Analysis, Community Benefits,
Covid-19 Impact Assessment	Live document. Part of Quarterly Report	SRO, PoMO			x	x		×		x		x			x		x		x			x		x		x		1	x	Updated assessments submitted to PB, JC and ESB quarterly.
Construction Impact Assessment	Live document part of Quarterly Report	SRO, PoMO															х		x			х		x		x		1	x	
Key Documentation Approvals	I					_	_																	_						l.
to y Documentation Approvate	ĺ		Т	T	T	T	T	П		Т	П			Т	T	T	Т	T	Т	TT	Т	T		T	П	T	П	Т	Т	T
ntregrated Assurance & Approval Plan	Live document	SRO, PB, PoMO, JC			×					x		×			x		x		x		x		x			×		x		Submitted as part of the Quarterly Monitoring

SRO, PB, PoMO, JC, WCGIB

Portfolio Business Case

Live document

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Implementation Plan	Live document	SRO, PoMO, PB, JC, JSC				x																								July 2020 approval at JC. Quarterly Monitoring Report has replaced the Implementation Plan
Portfolio Issues Log	Live document	SRO, PoMO, PB, JC, JSC	х		x	x			x	x		x			x		x	:	x	,	(x		x	1	,	¢ .	Ц	Updated on a quarterly basis in line with Portfolio Risk Register and Covid Impact Assessment
Portfolio Risk Register	Live document	SRO, PoMO, PB, JC, JSC	x		×	x		x		x		x			x		×	:	x	1	c		x		x	1	>	•	F	Quarterly to JC / PB JSC in line with Issues Log. Risk management strategy presented at PB November 2020 and signed off at JC November 2020.
M & E plan	Live document	SRO, PoMO	####		x	x									x x								x	x					(Monthly highlight reports in place from Oct 2020. Quarterly monitoring reports in place from Nov 2020. Annual performance report also planned
Highlight Report	Live document	PoMO, JC, PB						x	x	x	x x	(x	x	x	x	x	x	x	x	x	x		x	x	x	x	x	x	Key prog / proj activity and risks presented monthly to JC and PB
Quarterly Monitoring Report	Live document. Part of Quarterly Report	PoMO, JC, PB						x		x		x			x		x		x		c		x		x	1	,	•	r F	Key achievements last 3 months, activity planned next 3 months, also includes appendicies: IAAP, Portfolio Risk Register, Covid Impact Assessment, AOR progress, Financial Analysis, Community Benefits,
Covid-19 Impact Assessment	Live document	SRO, PoMO			x			x		x		x			x		x		×	3	(x		x	t)	c		Updated assessments submitted to PB and JC quarterly
OGC Gateway Process	Risk Potential Assessment	SRO, PB, PoMO											1 1									1						1 1	一	SRO appointment in June 2020. RPA submitted
OGC Galeway Process	RISK Potential Assessment	SRO, PB, POMO		_	х					-		_			_	\perp	_	Ш		Щ			ш		_	ш			\dashv	
OGC Gateway Process	Stage Gate 0 Portfolio Strategic Assessment	SRO, PB, PoMO, JC				x									x								x							
Accounting Officer Review (AOR)	AOR	SRO, PB, PoMO, JC, WCGIB						x x																					F	AOR is an annual review in line with PBC update. PBC is part of core documentation for annual assessment prior to funding approval
Approval point for AOR review	AOR	SRO, PB, PoMO, JC, WCGIB								х	x	,																	T	
OGC Gateway Process	Stage Gate 0 Portfolio Strategic Assessment	PoMO, SRO, PB, JC				x		x							x								x							Review report to JC / PB quarterly. PoMO implementing recommendations
External Audit	Audit	AB, PoMO	IA			х	х	x						x	х							х	х	x						Annual Wales Audit Report
Internal Audit	Audit	AB, PoMO						x			x x	c					x	x	x							x	x >	(Pembrokeshire Council Internal Audit. Report presented to Governance Boards in May 2021