UK Government
Llywodraeth y DU

# Welsh Cities & Growth Deals
# Integrated Assurance and Approval Plan

Llywodraeth Cymru
Welsh Government

| Assurance / Approval / Reporting | Last review date | 2021/2022 | | | | | | | | | | | | 2022/2023 | | | | | | | | | | | | 2023/2024 | | | | | | | | | | | | Comments |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | KEY: x = meeting; A = Approve; U = Update; R = Review; Black = actual; Red = Future; |
| **Governance** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Portfolio Level** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Inter-Authority Agreement | **Jan-22** | | | | | R | U | | | A | A | | | | | | | | | | | | | | | | | | | | | | | | | | | IAA1 signed December 2019. IAA2 signed Mar 21. IAA3 signed Jan 22. |
| Vision for Growing Mid Wales - Strategy document completed/published | **Apr-20** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Heads of Terms for Growth Deal | **Dec-20** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Heads of Terms achieved December 2020 |
| Draft initial detailed project plan/critical path to FDA | **Jan-21** | R | R | R | R | R | R | R | R | R | | | | | | | | | | | | | | | | | | | | | | | | | | | | Milestone Plan in place up to FDA, reviewed monthly. |
| Resourcing plan (inc PoMO) Approval | **Nov-21** | | | | | | | R | R | A | | | | A | | A | | A | | | | | | | | R | R | | | | | | | | | | | Initial staff recruitment July/Aug 21. Resources reviewed / recruited as required. New staff in Apr/June/Aug. |
| Accountable Body - role and responsibilities | **Nov-21** | | | | | x | x | A | | U | U | | | | | | | | | | | | | | | | | | | | | | | | | | | Approved as part of IAA3. |
| **Governance Groups** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| GMW Board (Joint Committee) - leadership, strategic decision making, accountability for Growth Deal | **Feb-21** | | | x | | | x | | | x | | | x | | | x | | | x | | | x | | | x | | | x | | | x | | | x | | | x | Quarterly meetings |
| GMW Partnership - regional leadership on wider 'Vision' | | | x | | | | x | | x | | | x | | | x | | | | x | | x | | | x | | | x | | | x | | x | | | | | | Quarterly meetings |
| GMW Management Group - central operational leadership/management for Growth Deal and wider regional activity | **Dec-21** | x | x | x | x | x | x | x | x | x | | x | | | x | | | x | | | x | | x | x | R | R | x | | | x | | x | | | | x | | Monthly meetings to Dec 21. Reviewed structure and Portfolio Board rescheduled quarterly from 2022. Additonal one in Jan 2023 to review SPBC. Review Mar/Apr 23. |
| Private Sector Advisory Group | **Sep-21** | | | | | R | R | | | A | | | x | | | | | | x | | | | x | x | | | | | | | | | | | | | | Former Economic Strategy Group disbanded on reaching FDA, new Economic Advisory Group approved for set up from Mar 22. Workshops held Jan and planned for Feb 23. |
| Regional Skills Partnership - stakeholder group advising on labour marker | | | x | x | | x | x | x | | x | x | x | x | x | x | x | x | x | x | x | x | x | | | x | | | x | | | x | | | x | | | | Initial meeting May 21, monthly thereafter. |
| UK Government/Welsh Government - consultation/guidance | **Jul-22** | 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 | Fortnightly meetings moving to weekly from Sept 21 to Jan 22 & FDA signing. Reinstated July 22 monthly. |
| **Programme Level** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Digital Steering Group - to lead on study/develop programme | | | | | | | | | | x | | x | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Digital Programme Board - to steer development and delivery of Programme Business Case & projects | **Mar-22** | | | | | | | | | x | | x | A | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | Programme Board established following Management Group endorsement Feb 22. GMW Board for approval in March 22. Monthly meetings. |
| Energy Advisory Group - to lead on study | | | | | | x | | | | x | | x | | | | x | | | | | | | | | | | | | | | | | | | | | | Initial meeting August 21. Meeting regularly to take forward Energy work although not Growth Deal. |
| Sites and Premises Programme - to steer development and delivery of a Programme of activity | **Aug-22** | | | | | | | | | x | | x | x | | | | | R | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | x | Management Group endorsed development of Programme / recruitment of Programme Manager. PM started Aug 22, delivery plan developed and being implemented. Shadow Programme Board set up, meeting monthly. |
| **Approvals** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Preparing Draft Portfolio Business Case** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Workshop 1a-1d (Strategic Case-Portfolio) | **Oct-20** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Workshop with Joe Flanagan |
| Workshop 2 (Portfolio) | **Jan-21** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Workshop with Joe Flanagan |
| Engagement with private sector (ESG) on draft SPBC | **Mar-21** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Approval of 1st draft Strategic Portfolio Business Case** | **Mar-21** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Preparing Portfolio Business Case Version 1** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Appointment of External Capacity to Support PoBC dev | **Jun-21** | | | A | x | x | x | x | x | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Hatch Consulting appointed following tender process |
| Workshop 3 - Assessing the short-list options | **Jul-21** | | | x | x | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Workshop 4 - Commercial, Financial, Management Cases | **Sep-21** | | | | | x | x | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Portfolio Business Case Version 1 finalised for Board approval | **Sep-21** | R | R | R | U | U | U | U | A | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Portfolio Business Case Version 1 submitted to Government | | | | | | | | R | R | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Portfolio Integrated Assurance and Action Plan | **Feb-22** | | | R | | R | U | | | | | R | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Final Deal Agreement | **Jan-22** | | | | | | | R | R | U | A | | | | | | | | | | | | | | | | | | | | | | | | | | | Official signing of FDA 13 January 2022. |
| Strategic Portfolio Business Case Further Iterations | **Feb-22** | | | | | | | | R | R | U | U | | | | | | R | U | U | U | R | R | R | A | | | | | | R | R | U | U | R | A | | Updated SPBC v1.1 following AOR Dec 21. For GMW Board approval March 22. SPBC v2 drafted winter 22 for review and approval by Mar 23. |
| **Assurance** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Gateway 0 (1st PVR) Strategic Assessment** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PVR Review | **Sep-20** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PVR Actions - in progress | | x | x | x | x | x | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PVR Actions - complete | | | | | | | | | | R | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Accounting Officer Review** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Accounting Officer Review (AOR) | | | | | | | | R | R | | | | | | | | | | | | | | | | | | | | | | | | | | | | | AOR from 4 Oct, Report issued Nov 21. |
| AOR Actions | **Jul-22** | | | | | | | | A | | | R | | | | | R | R | | | | R | U | | | | | | | | | | | | | | | Action Plan produced with recommendations from report. Ongoing review. |
| **Gateway 0** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Scope PAR (to include Gateway 0 elements) | | | | | | | x | | | x | | | | | | | | | | | | | | | | | | | | | | | | | | | | Discussions with Assurance Hub Review team |
| PAR Terms of Reference | | | | | | | | | | | | x | | | | | | | | | | | | | | | | | | | | | | | | | | Agreed at planning meeting. |
| PAR Planning Meeting | | | | | | | | | | | | x | | | | | | | | | | | | | | | | | | | | | | | | | | Planning meeting 21 Feb 22. |
| PAR Completed | | | | | | | | | | | | | x | | | | | | | | | | | | | | | | | | | | | | | | | Assurance Review held 8-11 Mar 22. Report issued 23/03/22 |
| PAR Actions | **Jul-22** | | | | | | | | | | | | | | A | | R | R | | | | R | U | | | | | | | | | | | | | | | Action Plan produced with recommendations from report. Final May 22 - ongoing review. |
| **• Programme/Project Assessment Reviews (PARs)**<br>**• Cabinet Office Gateway Reviews** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | To be determined. |
| Annual Portfolio Assurance Review | | | | | | | | | | | | | | | | | | | | x | x | x | x | x | | | | | | | | x | x | x | x | | | Agreed for 14-17 February 2023. |
| **Audit** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Scrutiny of Portfolio Business Case | **TBC** | | | | | | A | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full Council briefings of Portfolio Business Case | **TBC** | | | | | | A | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |