Hywel Dda University Health Board - SARC Project

SARC - Integrated Assurance & Approval Plan

Assurance / Approval / Reporting	Activity/Product	Primary client / Responsibility	Last review date	2019/20												2022/2023												2023/2024												2024/25												2025/26												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	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Governance																																																																	
Project Level																																																																	
WG Scoping	Meeting	WG	Oct-22																			x																																												
Project Group monthly	Meetings monthly Established	SRO, PD	Apr-24																			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														
Business Justification Case - Development - 5 case model	Meetings Group Established	Planning	Apr-24																				x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x																							
Strategic Planning	BJC scrutiny	HB	Apr-24																											x	x									x	x																							
Executive Team	BJC scrutiny	HB	May-24																											x	x									x	x																							
Use of resources grp	BJC scrutiny	HB	Jun-23																											x	x																																
Capital Sub Committee	Bi-monthly Capital Highlight Reports Established	HB	May-24																				x		x		x		x		x		x		x		x		x		x		x		x		x		x		x													
SDODC	BJC High Level Presentation	HB	Jun-24																											x	x																																
HDdUHB Board	BJC scrutiny	HB	May-24																											x	x										x																							
SARC Programme Board	BJC - alignment - updates	SARC Programme Board	May-24																			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														
WG	BJC review period	WG	Jun-24																											x	x	x	x																														
WG	BJC - Budget Cost scrutiny	WG	Sep-23																														x																														
WG	BJC - Robust Tender Cost approval	WG	Jun-24																							x																						x	x	x														
Meetings - Construction - Task & Finish as required	Monthly - as required	Project Group																																																	x	x	x	x	x	x									
Assurance																																																																	
Project Level																																																																	
University Health Board Approval:																																																																	
Estates Technical Design	Workshops Estates - Project Group	Project Group	Feb-24																											x								x																											
Financial Modelling Sign off	BJC internal scrutiny	Board	May-24																											x								x			x																							
Equality Impact Assessment	Live document	SARC Client / Project Group	May-23																								x	x	x	x																																			
Integrated Impact Assessment	Live document	SARC Client / Project Group	May-24																								x	x	x	x																																			
Communication and Engagement Plan	Live document	SARC Client / Project Group	Apr-24																								x	x	x	x	x									x																									
Benefits Register / Identification	Live document	SARC Client / Project Group	Apr-24																								x	x	x	x	x									x																									
Risk Potential Assessment	RPA to WG	Project Group	Jul-23																												x																																
Project Design and Construction Evaluation	NWSSP scrutiny	Project Group	May-24																										x																																			
Project completion certification	Handover Project Completion Certification	SARC Client / Project Group	Apr-25																																					x																								
Post Project Design and Construction Peer Review	Lessons Learnt Workshop - TBC	SRO/Welsh Government	Apr-26																																																													
Benefits Realisation Workshop	Project Evaluation Review - TBC	SRO/Welsh Government	May-26																																																													
Project Level																																																																	
OGC Gateway Process	N/A	N/A	N/A																																																													
Audit																																																																	
Project Level																																																																	
Internal Audit	Project Evaluation Review - TBC	SRO, PD																																																															
External Audit	TBA	SRO, PD																																																															