Glasgow City Region

Cabinet

Report by: Director of Regional Economic Growth

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ASSURANCE, GOVERNANCE AND PROGRAMME MANAGEMENT FRAMEWORK 2021

Purpose of the Report:

The purpose of this report is to seek approval for a series of changes to be made to the Assurance, Governance and Programme Management Framework 2019.

Recommendations:

The Cabinet is invited to:

(1)   approve the changes, as outlined in Section 3 of this paper, to the Assurance, Governance and Programme Management Framework 2019 V2.4; and

(2)   agree that Lead Officers' Group be given delegated authority to approve any required changes to the Programme Management Toolkit resulting from the changes to the Assurance Framework.

1.   Purpose

1.1   The purpose of this report is to seek approval for a series of changes to be made to the Assurance, Governance and Programme Management Framework 2019.

2.   Background

2.1   The City Deal Agreement requires the development of an Assurance Framework. The first version was approved in March 2015, with a revised version being approved in August 2019.

2.2   The 2019 update noted that the Framework will be 'reviewed annually and amended to reflect any changes in practices, processes and procedures. Any amendments to the Framework as a result of these reviews will be subject to approval by the Cabinet, and endorsement with UK and Scottish Governments.' The time period for the annual update of the Framework was extended to allow for the completion of the first phase of the City Region Governance Review. The first phase has now been completed with the recommendations approved by the Cabinet.

2.3   The Glasgow City Region City Deal Programme Management Office (PMO) has now completed a refresh of the Framework, with the changes incorporating the recommendations set out within the Governance Review.

3.   Changes to Assurance Framework 2019

3.1   The Assurance Framework 2019 notes that, 'Where, in between annual reviews…changes to the arrangements set out within this document are required…the Chief Executives' Group (CEG) will recommend to Cabinet appropriate new governance arrangements. Where Cabinet approves changes to specific governance arrangements, these will be reflected in the annual update to the Assurance Framework'.

3.2   All key changes, excepting the refresh to the names of Group members, reflect decisions which have already been approved by the CEG and Cabinet throughout the period since the approval of the Assurance Framework 2019.

3.3   The key changes which to be made to the Assurance Framework 2019 are summarised as follows:

a)   Glasgow City Council is now referred to as 'Accountable Body' rather than Lead Authority;
b)   Reference to Gateway 1 text updated to reflect Gateway has been passed;
c)   Legal and Procurement Support Group split into Procurement Support Group and Legal Network;
d)   Community Benefit Group merged with Procurement Support Group;
e)   Procurement Support Group remit updated;
f)   Formation of the Sustainable Procurement Strategy Group;
g)   Updated membership of all Groups to recognise staff changes;

h) Updated Regional Partnership membership to include Director of Place and Wellbeing from Public Health Scotland;

i) Updated REP remit to include oversight of Dependency Register;

j) Additional section on the Dependencies Register;

k) Updated Lead Officers' Group chairing arrangements to reflect chairing has moved from Programme Management Office to Lead Officers and is rotated on a quarterly cycle;

l) Update Change Control section to recognise the delegation of change control approvals to the Director of Regional Economic Growth and the CEG as set out within the Scheme of Delegations paper approved by Cabinet in 2020;

m) Removal of Transport Appraisal Group;

n) Skills and Employment Group split to two groups;

o) Updated references to Programme Management Toolkit to reflect now developed and operational.

4. Changes to Key Supporting Governance Documents

4.1 The Benefits Realisation Management Framework, Programme Prioritisation Framework, and Programme Management Toolkit are key supporting governance documents of the Assurance, Governance and Programme Management Framework (PMT).

4.2 Following the approval of the above changes to the Assurance Framework, these documents will be updated to ensure the agreed changes are also reflected in these documents and can be operationalised through the PMT.

5. Recommendations

5.1 The Cabinet is invited to:

(1) approve the changes, as outlined in Section 3 of this paper, to the Assurance, Governance and Programme Management Framework 2019 V2.4; and

(2) agree that Lead Officers' Group be given delegated authority to approve any required changes to the Programme Management Toolkit resulting from the changes to the Assurance Framework.