

Programme	Portfolio Management Implementation			Headlines The provision of additional team members has provided capacity to construct workstreams for delivery and to move the programme into delivery. Workstreams have been planning and a phased approach is proposed for review at Portfolio Board. Cora contract is signed. Developed a specification for revised training for PM Academy – will require funding. We are currently undertaking further round of reviews to agree the project procedure and the new gateways. There is critical requirement for project funding proposals to be approved in parallel to the project procedure and an implementation plan. To be agreed as to whether to include Tier 0 programmes in the initial roll out of the new gateways.	Objectives 1. Enable strategic oversight for Members – a shift from operational detail to visibility of strategic risks 2. Enable the Corporation’s project managers to successfully deliver – proportionate processes that are more streamlined 3. Create an overarching framework that works for different types of project e.g. transformation, ICT, major programmes & capital 4. Introduce portfolio management structures 5. Align project management with financial forecasting and assurance processes	
Director	Genine Whitehorne					
Lead	Matthew Miles					
Period ending	12th November 2024					
Overall RAG	A	→ Schedule	R			↓
Resourcing	G	→ Budget	A			→

Progress against plan										
Workstream	Lead	Stage	Overall	Headlines	Schedule	Resourcing	Benefits	Budget (£000s)		
Cora Implementation	GB	Delivery	A	↑	Signed contract with Cora. Some delays in agreeing SoW. Kick off meeting for Cora Implementation w/c 11th Nov. Will require significant engagement on requirements.	A	G	N/A	G	TBC
Training (PM Academy)	MT	Planning	A	→	To include existing elearning provision updated to reflect needs of new gateways Requires proposal and plan in line with roll out of new gateways. Budget reqd.	A	G	N/A	R	TBC
Stakeholder Engagement & Comms	CH	Planning	G	→	Plan now in place to include PM engagement sessions as we move to implementation. Includes regular email updates, guiding coalition and change champtions.	G	G	N/A	G	TBC
Benefits Reporting and Measures	KA	Planning	G	→	Design of benefits realisation and impact reporting to input into Cora Review and design of gateway submissions and business cases / gateway submissions.	G	G	N/A	G	TBC
Project Procedure	MM	Design	A	→	Approval extended due to need for further engagement and to develop scenarios of real life examples. Seeking PB approval March and member approval concluding in May.	R	A	N/A	G	TBC
Operational Readiness and Governance	LO	Planning	G	→	Will cover launching dept portfolio boards, establishing reporting cycle, enabling reporting of projects and portfolios as well reviewing readiness to transition to new gateways.	A	G	N/A	G	TBC

Major Issues & Risks							
Programme or workstream	Category	Type	Description	Impact	Probability (Risks only)	Action / Mitigation	Owner
Change Management	Stakeholders	Risk	Potential resistance to the new portfolio design and project procedure	High	Low	Reinvigated stakeholder engagement and comms with additional resourcing.	MM
EPMO System	Dependency	Risk	Agreement on introduction of new project feasibility funding and consequential new governance required.	High	Mediun	Requires review with Chamberlain and implementation plan developed.	DP
Programme	Planning	Risk	We have two workstreams running in parallel which could require significant engagement with the same departments.	High		Co-ordinated approach through guiding coalition.	MM
Programme	Planning	Risk	Significant levels of change for inlight programmes which risks destablbing programme delivery	High	Medium	Detailed readiness planning (on project by project basis).	LO
Programme	Dependency	Risk	Stakeholder Cora/systems feedback creates delay	High	Medium	Being clear with stakeholders with what specs can and cannot be revised; aligning workstreams,	GW
Programme	Resourcing	Issue	Will require funding for revised training offer	Medium		Review number of people who need training. Gain proposal from PM Academy	MM

Programme Healthcheck				Results
	Score	Last review	Focus and priority areas	
Budget	1	Nov-24	Need to review for accomodation of PM academy requirements and long term funding strategy for EPMO system and team.	
Governance and reporting	3	Nov-24	Will introduce programme board.	
Resourcing	2	Nov-24	Resourcing has significantly enhanced delivery capability of team	
Schedule	2	Nov-24	Working to rebaselined plan	
Risk and Issues	3	Nov-24	RAID constructed and in use.	
Outcomes	3	Nov-24	Benefits Workstream in place. Measures of success identified. Not yet tracking against these.	