

# Single Assurance Framework Overview

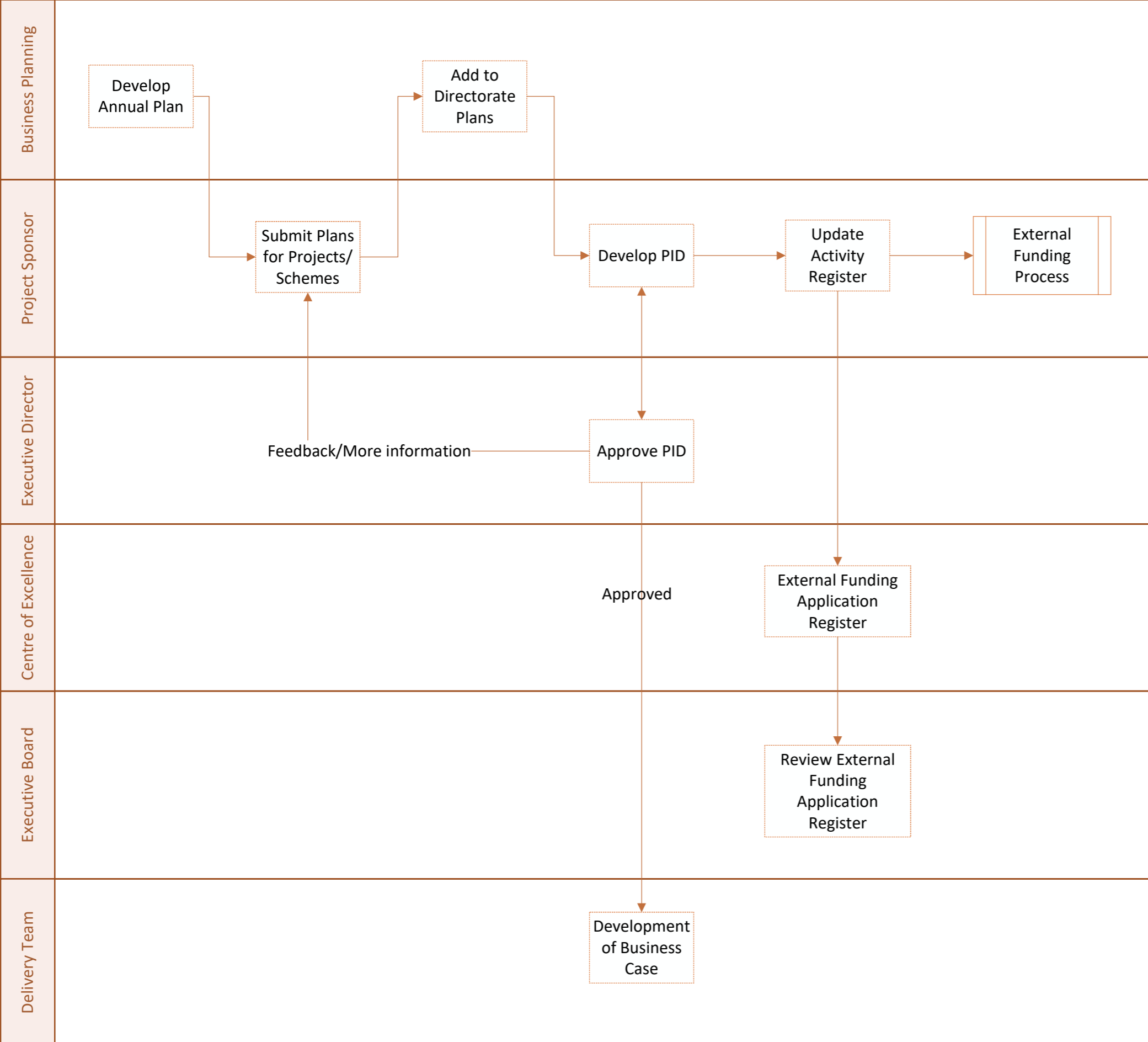
Stages



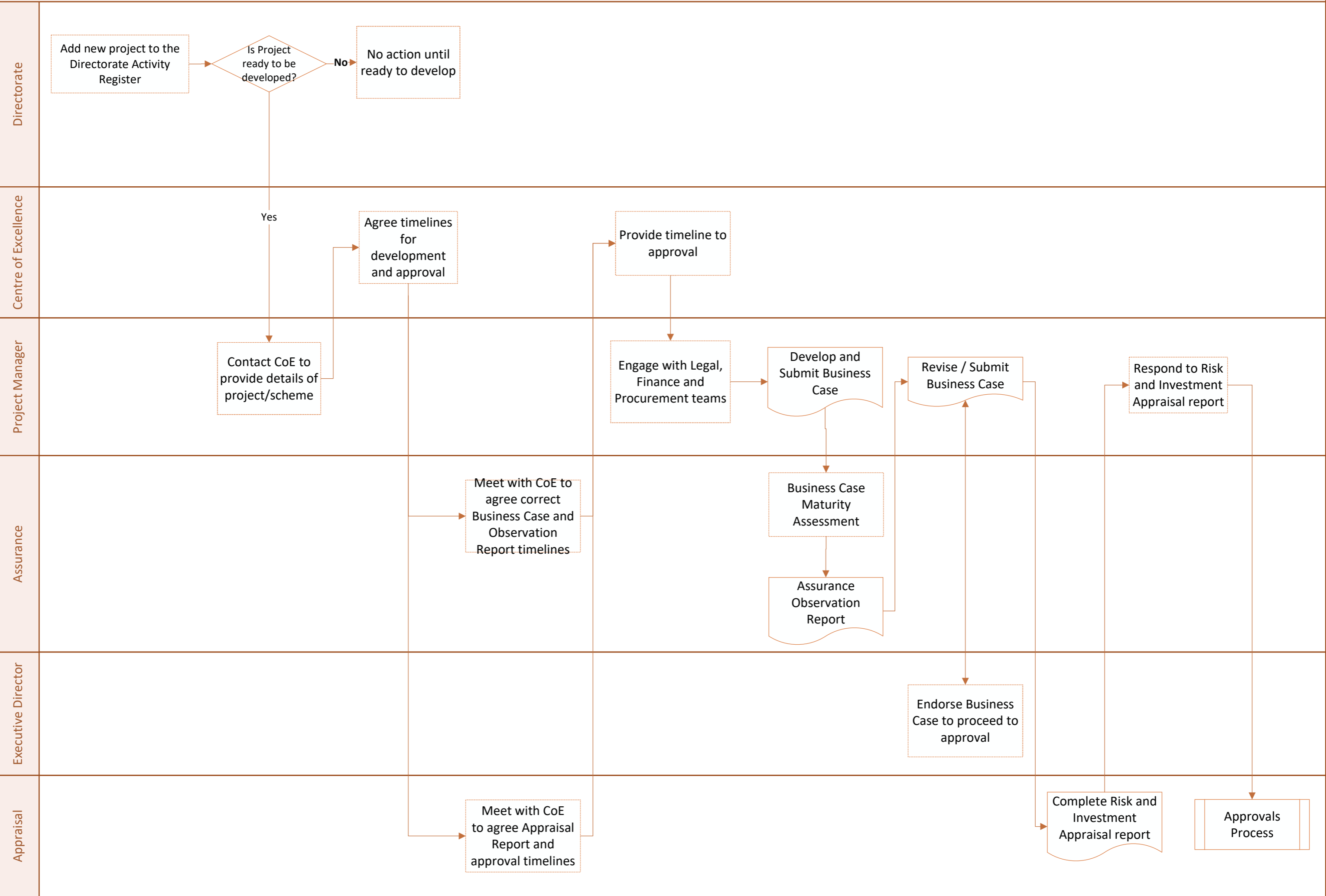
# Corporate Governance Flowchart

	1. Concept	2. Development	3. Delivery	4. Closure
High-Level Process Flow	<pre> graph TD     A[Define Concept / Idea (Bid / Funding Offer)] --&gt; B{Does it meet Corporate Aims &amp; Objectives?}     B -- No --&gt; A     B -- Yes --&gt; C{Is it Budgeted / Funded?}     C -- No --&gt; D[External Funding Process]     C -- Yes --&gt; E{Go / No-Go}     D --&gt; E     E -- No-Go --&gt; A     E -- Yes --&gt; F[Project]     E -- Yes (Delegated to SRO) --&gt; F     </pre>	<pre> graph TD     BAU[BAU] --&gt; G[Corporate Process]     BAU --&gt; H[SAF Process]     Project[Project] --&gt; G     Project --&gt; H     </pre>	<pre> graph TD     I[Operational Services &amp; Contract Management] --&gt; J[Execution]     K[Monitoring: Performance &amp; Financial] --&gt; J     L[Execution] --&gt; M[M&amp;E]     </pre>	<pre> graph TD     N[Evaluation: End of Year Activities] --&gt; O[Lessons Learned]     </pre>
Footnotes	<p>Each Directorate develops an Annual Business Plan, based on the CA's aims and objectives.</p> <p><a href="https://beta.wmca.org.uk/what-we-do">https://beta.wmca.org.uk/what-we-do</a></p>	<p>Considerations include: Annual Business Plan, Financial Regulations, Delegations and Procurement Regulations and the Constitution.</p> <p>For Approvals Levels refer to page 18</p>	<p>Processes include: Annual Business Plan, Financial Regulations, Delegations and Procurement Regulations and the Constitution.</p>	<p>Examples include: Annual Review of Year, Year End Performance, Year End Financial Outturns, which feed into Annual Governance Statements, Annual Accounts, Annual Conversations, Grant Reporting Requirements.</p>

Initiation



**SAF Development Phase**



# SAF Approvals Phase

<£1m

Programme Assurance and Appraisal

Submit Business Case for Approval

Notify Delivery Team

Is it Investment Programme?

No

Approval Outcome

Executive Director

Governance

Record Decision



# SAF Approvals Phase

£1m - £5m

Delivery Team/  
Project Sponsor

Attend  
Executive Board  
to present  
Business Case

Programme Assurance and  
Appraisal

Submit Risk and  
Appraisal Report  
& Business Case

Notify  
Delivery Team

Executive Director

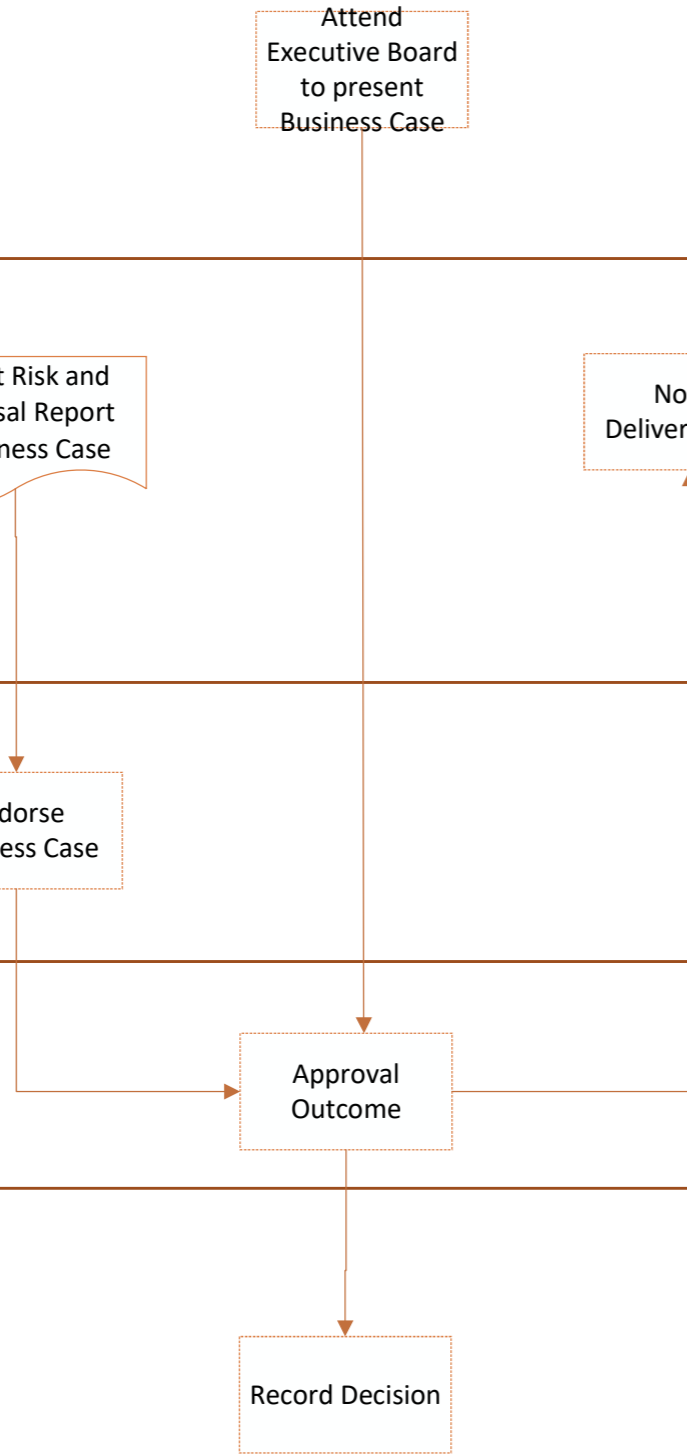
Endorse  
Business Case

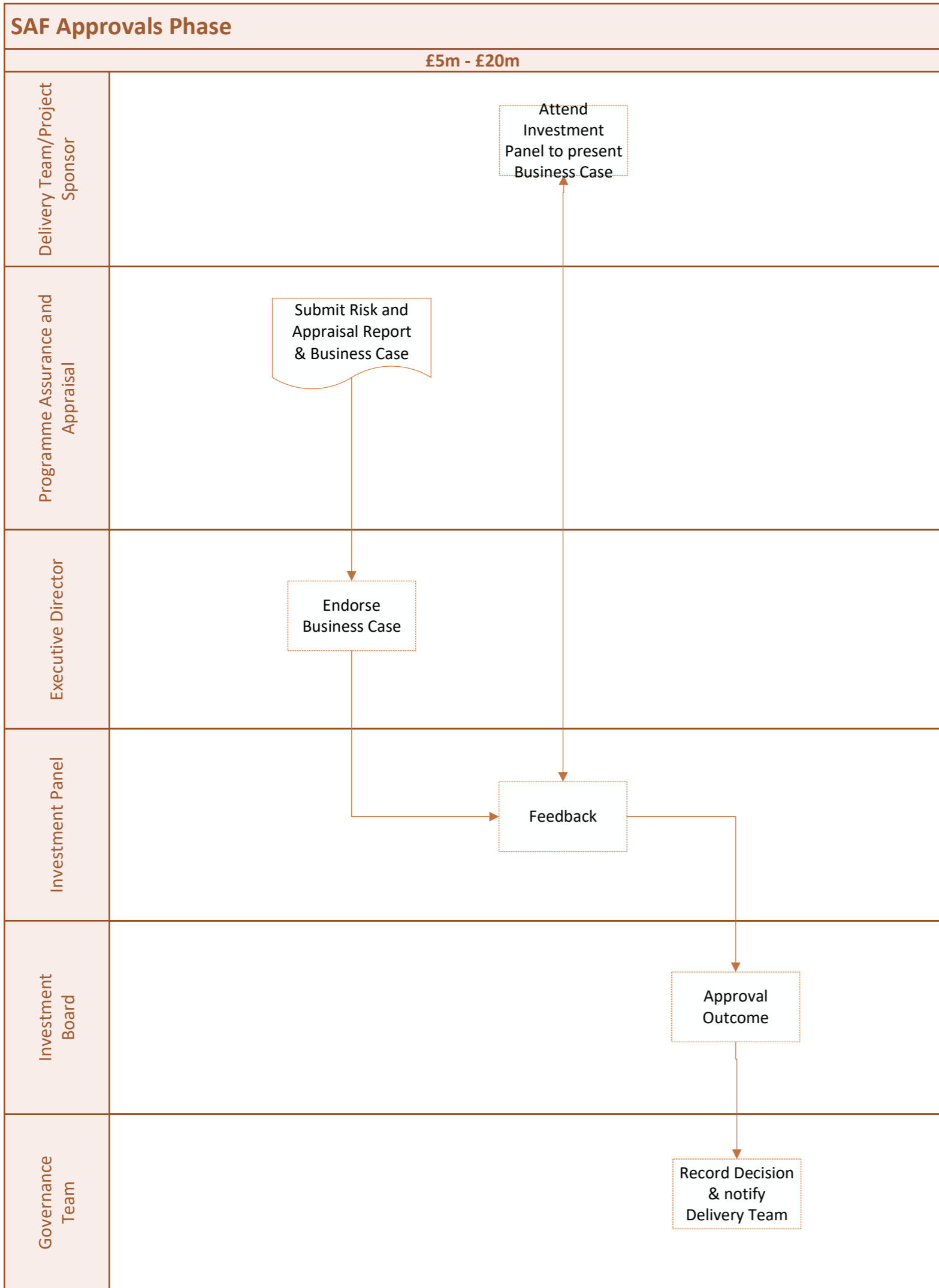
Executive  
Board

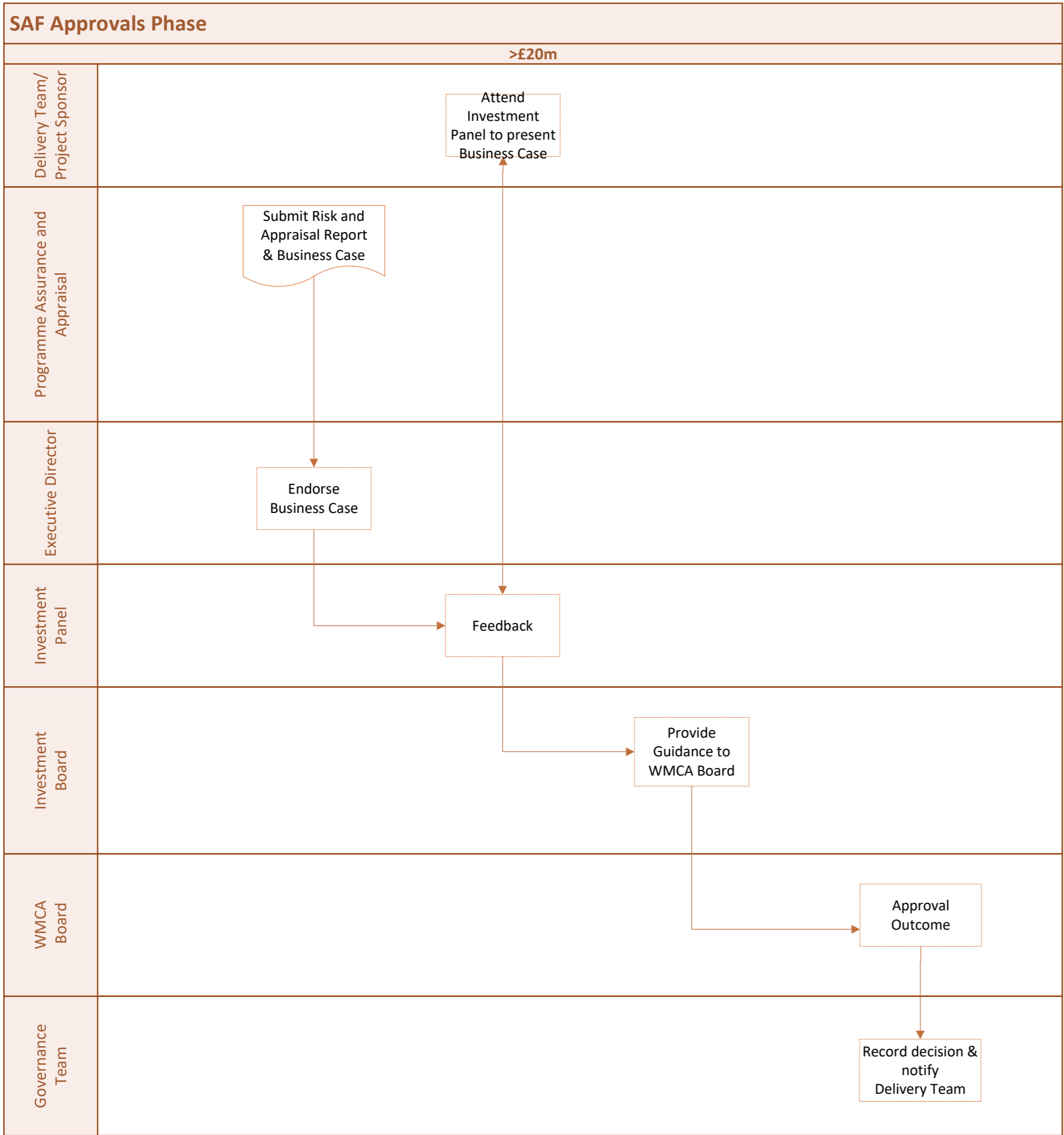
Approval  
Outcome

Governance

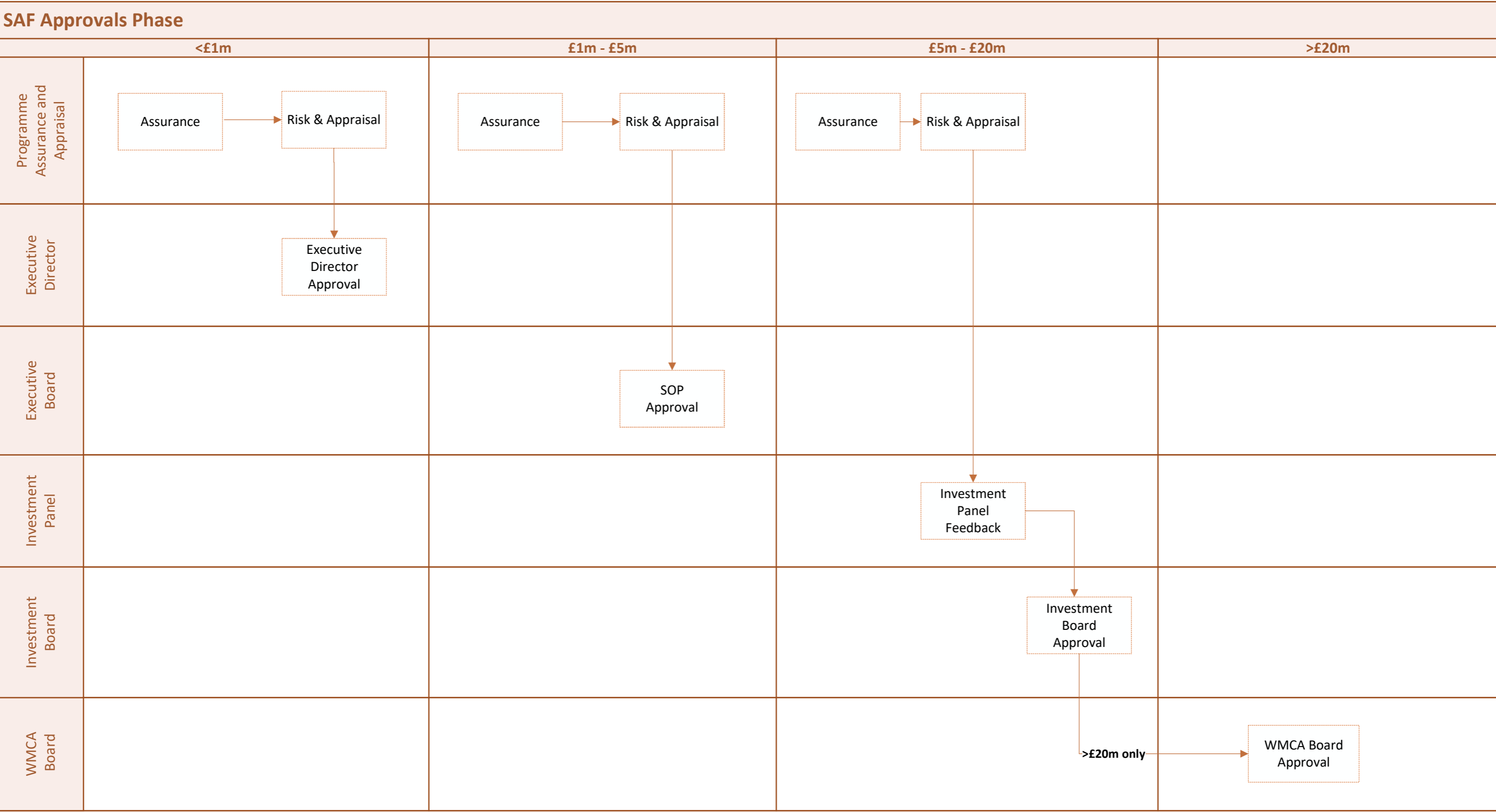
Record Decision



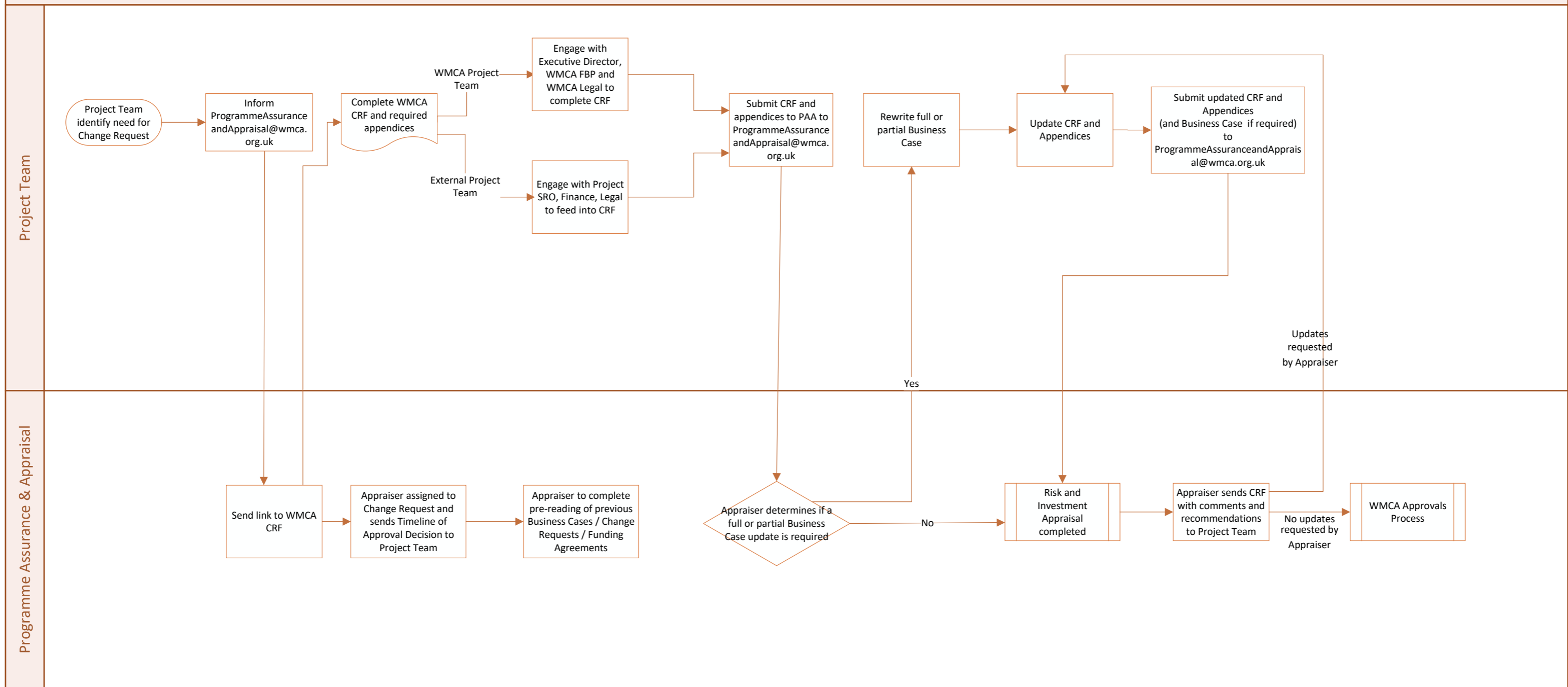








# WMCA Single Assurance Framework Change Control Process v2.0



Key	
CRF	Change Request Form
PA&A	Programme Assurance & Appraisal Team
Finance BP	Finance Business Partner
SRO	Senior Responsible Officer