UNIVERSITY OF SOUTH WALES / PRIFYSGOL DE CYMRU

Project Assurance Board (PAB)

Terms of Reference

Project Assurance Board (PAB)

Composition

Senior academic/support staff member, (Chair)
Director of IT Services/Programme Manager
Chief Technology Officer
IT Services Development Manager–Projects and Planning
Invited member, Senior Academic Staff
Senior Admin Forum Representative
Sponsors and project managers for "live projects"
IT Services Business Support Manager
IT Services Head Infrastructure Services (Secretary)
IT Services Business Support & PA (Clerk)

Membership

Chairperson: Dr Bruce Hurrell, Senior Academic/Support staff member
Mr Paul Hopkins, Interim Director of IT Services/Programme Manager
Mr Kevin Evans, Chief Technology Officer
Ms Sarah Rees, IT Services Development Manager–Projects and Planning
Vacancy, Invited member, Senior Academic Staff
Dr Bruce Hurrell, Senior Admin Forum Representative
Sponsors and Project Managers for "live level 1 and 2 projects" -
Mr Jason Roberts, IT Services Business Support Manager
Secretary: Mr Tony Evans, IT Services Head Infrastructure Services
Clerk: Mrs Alison Smith, IT Services Business Support & PA

Terms of Reference

1.   To lead and manage information and systems projects identified by Strategic Business Process Owners Group as supporting University goals

2.   To implement and complete agreed projects within allocated resources and agreed timeframes, utilising sound project management techniques.

3.   To provide progress reports to Strategic Business Process Owners Group

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4. To provide, advise and recommend actions to Strategic Business Process Owners Group in respect of issues and priorities relating to the development, procurement and implementation of information services and systems

5. To ensure that projects meet relevant compliance and other regulatory requirements.

Version Control:

Revision	Issue Date	Description	Author	PAB Approved
V1	November 2016	New Terms of Reference for the Project Assurance Board (PAB)	Bruce Hurrell	24/11/16
V2	August 2017	Removal of 2016/17 meeting dates	Jason Roberts	

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