

**MINUTES OF THE GRANTS PANEL MEETING HELD ON
8th FEBRUARY 2019 IN CORPORATE SERVICES MEETING ROOM,
COUNTY HALL.**

PRESENT: Randal Hemingway, Head of Financial Services
Nia Thomas, Chair of PWG, Education & Children (Revenue)
Les James, Chair of PWG, Communities
Alan Howells, Chair of PWG, Environment
Rhian Phillips, Economic Development Area Manager
Caroline Powell, Principal Auditor, Internal Audit (IA)
Delyth Thomas, Grants Compliance Officer (GCO)
Kate Havard, Financial Audit Team Leader, Wales Audit Office (WAO)

APOLOGIES: Helen Pugh, Head of Revenues & Financial Compliance
Simon Davies, Chair of PWG, Education & Children (Capital)
Stuart Walters, Economic Development Manager
Helen Morgan, Economic Development Manager

	SUBJECT	ACTION
1.0	<p><u>Minutes of the last meeting</u></p> <ul style="list-style-type: none"> The minutes were agreed. 	
2.0	<p><u>Matters Arising</u></p> <ul style="list-style-type: none"> The IA report of the Environmental & Sustainable Development Directorate Revenue Grant is now at final stage. No major issues to report. Delegation requirements in relation to the authority to sign acceptance of grant to be clarified with the Legal Section. Information to be forwarded to WG in respect of the funding pre-conditions contained in the terms & conditions of the Local Authority Education Grant which provides access to additional support for disadvantaged learners. The revised Project Grants Manual to be presented to Audit Committee in June 2019 at the same time as the revised Financial Procedure Rules and revised Budget Manual. Under the Flexible Working Funding Programme for 2019/20 a number of grants have been combined into two integrated grants namely Children & Communities Grant and Housing Support Grant. It has been confirmed that budget details have been provided to WG to deliver on a standstill budget for the Children & Communities Grant. Confirmation is 	<p>RH</p> <p>NT</p> <p>All</p> <p>RH</p>

	SUBJECT	ACTION
	<p>required from the relevant Heads of Service regarding the proposed budget for the Housing Support Grant.</p> <ul style="list-style-type: none"> • Draft terms & conditions received from WG for the Swansea Bay City Deal to be forwarded to Head of Financial Services. • Director of Corporate Services and Head of Financial Services have discussed the role of Audit Committee and the City Deal Joint Committee. Monitoring Officer advice has been sought. • The WAO overall report on the audit of the Integrated Care Fund managed by Hywel Dda LHB is imminent. Further audit reviews may be undertaken by WAO, Hywel Dda Internal Audit or our own Internal Audit. 	<p>RP</p> <p>RH</p>
3.0	<p><u>Wales Audit Office - Update</u></p> <p>All grant/return audits for 2017/18 were completed by mid-December 2018. WAO will provide an update to the next Audit Committee in March 2019. No major issues identified:</p> <ul style="list-style-type: none"> ○ amendments made to the Housing Benefit return and the NDR return ○ an observation letter regarding virement approvals was sent to Welsh Government for the Summary Statement of Certified Welsh Government Grants ○ an observation letter was sent to Hywel Dda LHB for the Money Transfers Wanless Enablement return as there is a requirement in the agreement to report changes to the budget, however this had not been actioned <ul style="list-style-type: none"> • The audit programme for 2018/19 to be agreed by the end of the month. The audits of Pooled Budgets, Money Transfers Wanless Enablement, Housing Benefits, NDR and Teachers Pensions will continue for 2018/19. 	<p>KH</p>

	SUBJECT	ACTION
	<p>administrative work needed to support all grants.</p> <ul style="list-style-type: none"> • Community Cohesion grant is now managed within Communities rather than Chief Executives Department. The vacant post is due to be advertised shortly. 	
6.0	<p><u>European Grants Update</u></p> <ul style="list-style-type: none"> • A revised schedule of all European funded grants was presented to Grants Panel. The total estimated project costs for all projects currently running is £34.2m with a grant of £23.9m. • Increase in project costs and grant is due to: <ul style="list-style-type: none"> ○ a reprofiling exercise for Cynnydd has extended the project to October 2022 for the Carmarthenshire element with increased funding ○ Rural Market Town Economic Growth Plans application has been approved for £91k under the RDP Rural Community Development Fund. The funding will assist the Carmarthenshire Local Action Group (LAG) to support growth plans for a number of market towns within the authority ○ a grant of £100k for RDP Tourism Amenity Investment Support Scheme project for a new toilet block in Pembrey Country Park has been approved • The Authority is currently waiting for approval of a number of projects: <ul style="list-style-type: none"> ○ RDP Enabling Natural Resources - Connecting Green Infrastructure – total project cost £336k with a grant of £282k ○ ESI - Carmarthenshire Working – total project costs £1.4m with a grant of £1m ○ ESI - Workways Plus STU – total project costs £965k with a grant of £723k ○ RDP Regional Engagement Tourism Fund - Carmarthenshire Cycling Hub of Wales – total project costs £96k with a grant of £77k ○ RDP Regional Engagement Tourism Fund - Wheels & Wings, the Wild & the Wildlife – total project costs £150k with a £135K grant 	

	SUBJECT	ACTION
7.0	<p data-bbox="363 286 639 320"><u>City Deal Update</u></p> <ul data-bbox="363 365 1173 857" style="list-style-type: none"> <li data-bbox="363 365 1173 477">• Reviews have been undertaken by the UK Government and WG in January 2019. It is expected that the review will be concluded by mid-February. <li data-bbox="363 521 1173 667">• A review by IA has also been requested by the chairperson of the Swansea Bay City Deal Regional Committee. This will be conducted alongside the UK and WG reviews. <li data-bbox="363 712 1173 857">• It is anticipated that the final terms and conditions will be received from WG before the end of March. These will be subject to review and acceptance by the Joint Committee. 	
8.0	<p data-bbox="363 943 778 976"><u>New & Proposed Projects</u></p> <ul data-bbox="363 1021 1157 1984" style="list-style-type: none"> <li data-bbox="363 1021 1157 1211">• The Authority has been allocated grant funding of £500k from WG via ERW in respect of teachers professional development for 2018/19. The award was received in January 2019 and all monies must be spent by 31/3/2019. <li data-bbox="363 1256 1157 1447">• WG has made an additional award of grant for 2018/19 of £1.255m to cover additional costs regarding teachers pay and additional costs in respect of free school meals due to the roll out of Universal Credit. <li data-bbox="363 1491 1157 1749">• Changes have been made to the Single Revenue grant awarded in previous years to the Authority. For 2019/20 the grant will revert back to the Sustainable Waste Management grant. Other elements previously included in the Single Revenue grant are now included as part of an application under the RDP - Enabling Natural Resources. <li data-bbox="363 1794 1157 1984">• An all Wales Social Services grant of £30m is due to be distributed to all authorities for 2019/20. The Authority is expecting to receive in the region of £1.8m however no information has been received from WG regarding this grant to date. 	

	SUBJECT	
	<ul style="list-style-type: none"> • WG have approved the following grants: <ul style="list-style-type: none"> ○ £3.1m Affordable Housing Grant for Dylan, Llanelli ○ £2.9m Childcare Offer Capital Grant ○ £985K Welsh Medium Capital Grant ○ £2m Reducing Infant Class Sizes Capital Grant (subject to submission & acceptance of project information pro-formas) • The Authority is currently waiting for approval from WG for the Transformation Capital Grant 2019/20 for £270k for Carmarthenshire Museum. 	
9.0	<p><u>Grants Register</u></p> <ul style="list-style-type: none"> • Final updates for the 2018/19 grants register to be forwarded to the GCO. It is expected that a number of grants will be awarded by various funding bodies before the end of March. • Work is due to commence on the 2019/20 grants register. 	<p>All Chairs</p> <p>DT</p>
10.0	<p><u>AOB</u></p> <ul style="list-style-type: none"> • WG have clarified that all capital projects in excess of £2m will require separate project bank accounts and these arrangements should take effect from October 2019. In the event of a main contractor collapsing this would not affect any sub-contractors as payments would be made to them at the same time as the main contractor. This would safeguard more local sub-contractors, which would in turn assist the local economy. However this would result in more administrative work required by the Authority to manage these bank accounts. • Clarification is required on the role of Grants Panel in providing grant management support for Cartrefi Croeso, a wholly owned subsidiary of the Council whose Directors are employees of the Authority. Head of Financial Services to confirm with Director of Corporate Services and Head of Administration & Law. 	<p>RH</p>

	SUBJECT	
11.0	Date of next meeting – 2:00pm on 7 th May 2019 Resources Conference Room County Hall	