

**MINUTES OF THE GRANTS PANEL MEETING HELD ON
16th NOVEMBER 2016 IN THE RESOURCES CONFERENCE ROOM,
COUNTY HALL**

DATE: 17th November 2016

PRESENT: Owen Bowen, Head of Financial Services
Helen Pugh, Audit & Risk Manager
Delyth Thomas, Grants Compliance Officer (GCO)
Stuart Walters, Economic Development Manager
Simon Davies, Chair of PWG, Education & Children's Services
Les James, Chair of PWG, Community Services
Alan Howells, Chair of PWG, Environment
Julie Owens, Financial Audit Team Leader, Wales Audit Office (WAO)

APOLOGIES: 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"> Responses are still outstanding from the chairpersons of the PWGs to the detailed report provided by WAO for the Certification of Grants & Returns 2014/15. Action: all to ensure that outstanding responses are now provided Revised Joint Protocol for the Certification of Grant Claims and Returns has been submitted by WAO for review. A report is being presented, for consideration, to next CMT on the approval process for the award of grants to Third Parties. Meeting to be arranged with WEFO in respect of the final grant payment by WEFO for the Property Development Fund Project. The Authority has calculated an underpayment of £11k. An action plan following the report on the lessons learnt exercise undertaken for the Carmarthenshire Local Service Board (LSB) funded projects is to be presented in the next meeting. 	<p>All</p> <p>OB/JO</p> <p>SW</p> <p>HM</p>
3.0	<p><u>Wales Audit Office - Update</u></p> <ul style="list-style-type: none"> An update was received from WAO on the audits of grants/returns for the financial year 2015/2016: 	

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	<ul style="list-style-type: none"> ○ All claims/returns have been received and audits are underway. No major issues identified to date. ○ The audit of the Pooled Budgets Return is due to be signed off by 18th November 2016. ○ Audit work for the Housing Benefits Return, NNDR Return, Teachers Pension Return and Communities First Grant due to be completed by the end of November. ● No further audit guidance has been received on the audit of Article 55 Statements in respect of Revenue Generation Projects that have received European Funding. ● There is an expectation that future audits will move towards more output/outcomes auditing. No further information available on how this will be progressed in the future. 	
4.0	<p><u>Internal Audit (IA) - Update</u></p> <ul style="list-style-type: none"> ● The Authority is waiting for confirmation from Pembrokeshire County Council (PCC), as the lead Authority on ERW, on the audit arrangements for the Education Improvement Grant (EIG) for 2016/2017. ● The Authority is also waiting for testing instruction from PCC, being the lead Authority on ERW on the audit of the Pupil Deprivation Grant for 2015/16. ● The final audit reports for the following grants to be presented at the next Grants Panel meeting: <ul style="list-style-type: none"> ○ Pooled Budgets ○ Major Repairs Allowance ○ NRW Grants – Wales Coastal Path, Rights of Way Improvement Programme & Joint Working Programme ○ Building our Heritage ● As part of the Internal Audit Annual Plan, there is a requirement to review a number of grants for 2016/17 as agreed by Grants Panel. Decision on which grants will be subject to this review will be made in the next Grants Panel meeting 	HP

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5.0	<p><u>Project Working Groups – Update</u></p> <ul style="list-style-type: none"> • Minutes of PWG meeting were circulated to Grants Panel members for : <ul style="list-style-type: none"> ○ Community Services – 26/9/16 ○ Chief Executives & Corporate Services – 25/7/16 ○ Environment – 29/9/16 ○ Education & Children’s Services (Revenue)– 21/6/16 & 11/10/16 • A meeting has been held with the Chair of SASG, PWGs & Grants Panel to discuss roles and responsibilities of the PWGs. • Chairs of the PWGs have requested that a standard agenda be set up for use in future meeting to ensure that key areas relating to grant funded projects are covered, together with the use of a standard template listing all grant funded schemes in that PWG’s remit. 	
6.0	<p><u>Update re projects under New Funding Programmes</u></p> <ul style="list-style-type: none"> • Work is being undertaken on 2 bids for the Heritage Lottery Fund:- <ul style="list-style-type: none"> ○ Carmarthen Museum ○ Pendine Visitor Attractor Project • Bids are also progressing for Rural Communities Development Fund (RCDF):- <ul style="list-style-type: none"> ○ Carmarthen Wetlands & Western Gateway ○ Jackson’s Lane Square Development ○ Towy Valley Cycle Way (1st bid withdrawn and work is being carried out on 2nd bid) • Approval has been received from RCDF for The Piloting Innovation & Collaboration in Rural Transport Project (LINC). Total project costs of £2.3m and a grant of £1.8m and involves both Pembrokeshire & Ceredigion Local Authorities. • A number of expressions of interest have been received for funding from the Authority’s Leader Project funded via the Rural Development Fund. 	

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	<ul style="list-style-type: none"> • The Authority is currently assessing applications that have been made for funding from the Authority's Carmarthenshire Rural Enterprise Fund (CREF) and Property Development Fund. As a result of the number of application due to be approved for both schemes it is acknowledged the amount of due diligence work that needs to be carried out will be significant. • For the Llanelli Town Centre Loan Scheme, one application has been progressed to stage 2 and if approved will fully utilise the funding of £700k. 	
7.0	<ul style="list-style-type: none"> • Date of next meeting – 20th January 2017 10am in the Resources Conference Room, County Hall 	