

**MINUTES OF THE GRANTS PANEL MEETING HELD ON
12th JUNE 2020 VIA TEAMS**

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

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

	SUBJECT	ACTION
1.0	<p><u>Minutes of the last meeting</u></p> <ul style="list-style-type: none"> While actions were reviewed, members were asked to review the minutes for any amendments and to feedback to GCO. 	All
2.0	<p><u>Matters Arising</u></p> <ul style="list-style-type: none"> An exercise to be undertaken by CCC to monitor projects subject to Article 55 in accordance with WEFO requirements for the European Structural Funds programme 2007-13. For projects funded under the Rural Development Programme, an assessment is to be undertaken to record the impact where match funding included on claims submitted by the Authority is being amended by the funding body to bring it in line with the committed percentage of match funding regardless of the sum generated. Details to be presented in the next the Grants Panel meeting. It's been agreed at the Modernising Education & Communities Programme Board to recommend to CMT to approve the appointment of an officer to undertake an ongoing review of the evidence to support the community benefits provided by an appointed contractor, as part of the procurement requirements. Confirmation to be received from the Chief Executive and Director of Corporate Services regarding the role Grants Panel has in relation to the City Deal. 	 RP RP RH

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	<ul style="list-style-type: none"> • A meeting has been undertaken between Property Services and Homes & Safer Communities divisions regarding the procurement arrangements for the purchase & maintenance of stairlifts within the Authority. It is to be included as part of the current minor work framework if not already included. • Confirmation to be obtained that the service level agreement with Hywel Dda LHB has been amended to reflect the approved budget figures for the Wanless return (Money Transfers) for 2019/20. • It has been established that there are no pooled budget arrangements in place with Hywel Dda LHB in relation to Care Home Commissioning for the financial year 2019/2020. This will be reviewed in 2020/21. • Procurement training for officers in the Education & Children department and officers within the Homes & Safer Communities division of the Communities department will be deferred until September 2020. • Information has been forwarded to WEFO for the Article 57 reviews. The review is to test that the buildings/equipment are still in place and are being used for the purpose for which the grant was awarded. The projects under the 2007-13 European Structural Funds Programme include the Property Development Fund, Collaborative Communities and Local Investment Fund. The results of the reviews have yet to be received from WEFO. • Options on how the Grants Management training can be provided to officers across all departments to be presented in the next Grants Panel meeting. 	<p>DT</p> <p>RH/LJ</p> <p>HP</p> <p>RP</p> <p>RP/DT</p>
3.0	<p><u>Issues identified as a result of the COVID-19 pandemic</u></p> <ul style="list-style-type: none"> • As the acceptance of a grant offer is only signed by the Chief Executive /Director or Head of Service where authority has been formally delegated, the Authority needs to ensure that adequate processes are in place as an interim measure. Where a signed 	

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	<ul style="list-style-type: none"> • While there are issues around remote working and the audit process it is anticipated that these will not affect the audit of these returns. • No updates have been received from AW Central Office regarding the potential Article 55 audits in accordance with WEFO requirements for the European Structural Funds Programme 2007-13. 	
5.0	<p><u>Internal Audit (IA) - Update</u></p> <ul style="list-style-type: none"> • The audit of the 2019/20 Children and Communities grant is nearly complete. No issues have been identified to date. • The 2019/20 audits for the following projects are in progress: <ul style="list-style-type: none"> ○ Pupil Deprivation Grant ○ Education Improvement Grant ○ Housing Support Grant ○ Housing Support Co-ordinator 	
6.0	<p><u>Grants Register 2020/21</u></p> <ul style="list-style-type: none"> • The Grants Register for 2020/21 was presented to Grants Panel. Grants listed include both those that have been formal approved and those where the funding bodies have provided an indicative allocation. • Any further updates to be provided to the GCO before the next Grants Panel meeting. 	Chairs of PWGs
7.0	<p><u>Project Working Groups</u></p> <ul style="list-style-type: none"> • Minutes of PWG meetings were circulated to Grants Panel members for: <ul style="list-style-type: none"> ○ Chief Executives: 24/9/19, 27/11/19 & 28/1/20 	

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8.0	<p><u>European Grants Update</u></p> <ul style="list-style-type: none"> • A schedule of all current European grant funded projects was presented to Grants Panel. The total estimated project costs approved and in development is £43m with grant of £27m. • An update was provided to Grants Panel on the amount of outstanding grant income that is due to the Authority for the European grant funded projects. The total amount claimed to date is approximately £13.7m with a total of £2.9m grant income outstanding. An exercise to be undertaken to assess the reasons for the delays in the receipt of grant. Details to be provided to the Head of Financial Services to consider how this should be taken forward. • Impact assessments relating to the COVID 19 crisis have been carried out on projects led by the Authority. Extensions where appropriate will be requested. 	RP/DT
9.0	<p><u>City Deal Update</u></p> <ul style="list-style-type: none"> • Funding agreements have been approved by the City Deal Joint Committee on 11/6/2020. • Pembroke Dock Marine has been awarded a grant via City Deal of £28m over 15 years. • Following the signing of the agreement grant monies will be released for the Swansea City & Waterfront Digital District project and the Canolfan S4C Yr Egin project. 	
10.0	<p><u>New & Proposed Projects</u></p> <ul style="list-style-type: none"> • A list of grants funded by WG which are at risk as a result of the COVID 19 crisis was presented to the meeting. Details are included in the Welsh Government's Supplementary Budget 2020-21 Explanatory Note (May 2020). 	

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	<ul style="list-style-type: none"> The Authority has been awarded a grant of £296,600 by WG under the Transforming Towns Green Infrastructure & Biodiversity programme. The 2 projects are Carregamman Car Park £200,000 and Llanelli Library Green Wall £96,600. 	
11.0	<p><u>AOB</u></p> <ul style="list-style-type: none"> Crosshands East Phase 1 project under 2007-13 European Structural Funds programme has also been subject to an Article 57 review by WEFO. The Authority is a partner in the ARFOR project led by Gwynedd County Council and funded by a WG grant. A query had been raised as to whether the Authority should impose a floating charge on organisations receiving a third party grant. As nothing is detailed in the terms & conditions of grant, the SLA with the lead body, the application & approval process or within the Authorities own procedures, Legal Services have advised that there isn't a need to adopt the process of imposing floating charges. However for third party grants over £25k due diligence checks should be carried out as part of the assessment process. 	
12.0	<ul style="list-style-type: none"> Date of next meeting – 11:00am on 3rd September 2020 via Teams 	