MINUTES OF THE GRANTS PANEL MEETING HELD ON				
20th JANUARY 2017 IN THE RESOURCES CONFERENCE ROOM,				
COUNTY HALL				
DATE: 23 rd January 20				

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PRESE	NT:	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 & Childrer Alan Howells, Chair of PWG, Environment Julie Owens, Financial Audit Team Leader, Wales (WAO)			
APOLO	GIES:	Helen Morgan, Economic Development Manager Les James, Chair of PWG, Community Services			
		SUBJECT	ACTION		
1.0	<u>Minu</u>	tes of the last meeting			
	• Th	ne minutes were agreed.			
2.0	Matte	ers Arising			
	ch pro	esponses have been received from all the airpersons of the PWGs to the detailed report ovided by WAO for the Certification of Grants & eturns 2014/15.			
	Cla	evised Joint Protocol for the Certification of Grant aims and Returns agreed and presented to Audit ommittee in January 2017.			
	gra co	report on the approval process for the award of ants to third parties is being presented for nsideration to the CMT meeting on 21st March 117.			
	WI pa Fu	was agreed that the Authority would not pursue EFO for any further adjustment to the final grant yment in relation to the Property Development and Project as it has been paid at the approved tervention rate.			
	lea Lo	a action plan following the report on the lessons arnt exercise undertaken for the Carmarthenshire cal Service Board (LSB) funded projects is to be mpleted as soon as possible.	НМ		
3.0	Wale	s Audit Office - Update			

• An update was received from WAO on the audits of

SUBJECT	ACTION
grants/returns for the financial year 2015/2016:	
 Of the 13 claims/returns subject to audit, 11 have been signed off and returned to the respective authority/funder. 	
 The audit for the Families First project has been completed and the claim is ready for sign off. 	
 Local Transport Grant is yet to be signed off by WAO. The Authority is waiting for a response from Welsh Government (WG) in relation to a payment made as part of the planning condition for Crosshands East. 	
 The WAO report on the Certification of Grants & Returns 2015/2016 is due be drafted shortly. No major issues identified. 	
 A review to be undertaken on the financial reconciliation/working papers that is presented to WAO for the Local Transport Grant. 	
• The WEFO Article 55 - Revenue generating project statement for Y Ffwrnes is due to be submitted to WAO. WAO is still waiting for guidance on the audit of the statement from WAO Central Team.	ОВ
 WG and WAO are currently reviewing the output/outcomes auditing that have been undertaken on four pilot projects within other local authorities for 2015/2016. The audit of 2016/17 grants to be undertaken by WAO will still be financially based. 	
 WAO has been requested by Pembrokeshire County Council (PCC), as the lead Authority on ERW, to undertake transaction testing for the Pupil Deprivation Grant for 2015/2016. The Certification Instructions for the audit of the grant is due to be issued shortly. 	
 Arrangements to be put in place for the 2016/17 audit of grants and returns to ensure that the Corporate File Plan is fully utilised when providing information to WAO. 	DT

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4.0	<u>Internal Audit (IA) - Update</u>	
	 The final audit reports for the following grants were received by Grants Panel: Pooled Budgets NRW Grants – Wales Coastal Path, Rights of Way Improvement Programme & Joint Working Programme Building our Heritage Disability Sport Wales Grant – Welsh Hockey Union Grant Action agreed as follows: Provide one to one training for the managers of the above grants Liaise with Learning & Development to set up E-module training for grants management Review training requirements via the PWGs on an annual basis The Chairperson of each of the PWGs to advise Internal Audit as to which grants they wish to be reviewed as part of the Internal Audit Annual Plan for 2016/2017. 	DT DT
5.0	Project Working Groups — Update Minutes of PWG meetings were circulated to Grants Panel members for: Community Services — 21/11/16 Chief Executives & Corporate Services — 26/9/16 Environment — 22/11/16 Education & Children's Services — Revenue: 6/12/16 Capital: 27/9/16 & 22/11/16 Standard templates for use in recording the details of all grant funded schemes within the PWG's remit to be circulated to the Chairperson of the PWGs for consideration for use within their service area.	
6.0	Update re Projects under New Funding Programmes Expression of Interest has approved from the Rural Communities Development Fund (RCDF) for the	

	SUBJECT	ACTION
	 Towy Valley Path. The Authority is still waiting for WG to invite claims in relation to the Rural Development Programme LEADER project. This issue has been referred to the WLGA. Grant income outstanding to be identified. The Authority is also waiting for WG to invite claims in relation to the RCDF project - The Piloting Innovation & Collaboration in Rural Transport Project (LINC). Approval was received in October 2016. 	DT
8.0	 Applications for the new Property Development Fund for both Crosshands and Ammanford are due to be received in February 2017. Due to the deadline being set late in the financial year, it is anticipated the majority of the monies will be carried forward into 2017/2018. 	
7.0	Date of next meeting – 9:30am on 12 th May 2017 Resources Conference Room County Hall	