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| MINUTES OF THE GRANTS PANEL MEETING HELD ON 3 rd MARCH 2023 VIA TEAMS | | | | |
| | PRESENT: Randal Hemingway, Head of Financial Services Caroline Powell, Principal Auditor, Internal Audit (IA) Nia Thomas, Chair of PWG, Education & Children (Revenue) Alan Howells, Chair of PWG, Environment Les James, Chair of PWG, Communities Rhian Phillips, Economic Development Area Manager Delyth Thomas, Grants Compliance Officer (GCO) APOLOGIES: Stuart Walters, Chair of PWG, Chief Executive Helen Pugh, Head of Revenues & Financial Compliance Anwen Worthy, Audit Lead, Audit Wales Simon Davies, Chair of PWG, Education & Children (Capital) | | | |
| | Helen Morgan, Economic Development Manager | | | |
| | SUBJECT | ACTION | | |
| 1.0 | Minutes of the last meeting | | | |
| | Minutes were agreed. | | | |
| 2.0 | Matters Arising | | | |
| | A review of the closure guidance for grant funded projects has been undertaken to ensure it includes guidance on the retention of documents held electronically as well as those in paper format. The Grants Manual will be updated accordingly. | RP/DT | | |
| | The 2022/23 audits requirements for the Regional Consortia School Improvement grant (RCSIG) and the Pupil Development grant (PDG) have been finalised and forwarded to Pembrokeshire County Council (PCC) as the administrative body for the Partneriaeth Consortia. | | | |
| | There is no indication to date that the 2022/23 pay award for grant funded posts have had an impact on core budgets. | | | |
| | The Authority is waiting for confirmation from Welsh Government that other schemes in the Cross Hands East Strategic Employment Site (Phase 2) project have also been subject to the WEFO's grant retention threshold. | DT | | |
| 3.0 | <u>Audit Wales - Update</u> | | | |
| | The update on the 2021/22 audit programme was provided: | | | |

| | SUBJECT | ACTION |
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| | NDR3 (LA01) – completed Housing Benefits (BEN01) – nearing completion Pooled Budgets (HLG01) & WANLESS Money Transfers (HLG03) – queries sent to Authority | |
| 4.0 | Internal Audit (IA) - Update | |
| | The following audits on the 2021/22 grant funded projects have been completed: LA Education grant Post 16 | |
| | The Authority is waiting for instructions from PCC to undertake the quarter 3 audits 2022/23 for the Education Improvement grant & the Pupil Development grant. | |
| 5.0 | Grants Panel Terms of Reference | |
| | The Terms of Reference have been reviewed and amended. Future reviews to be undertaken on an annual basis. | |
| 6.0 | Grants Register 2022/23 | |
| | The grants register for 2022/23 is still being updated. The GCO is receiving updates for grants in Education and Children services. No grant information has been received for Communities. Current draft grants register to be shared with the Chairs of the Project Working Groups. | DT |
| 7.0 | Project Working Groups | |
| | Minutes of PWG meetings were received: | |
| | Education & Children (capital): 24/1/2023Communities: 25/1/2023 | |
| | The following updates were provided: | |

| | SUBJECT | ACTION |
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| | A question was raised on the role of SASG in the allocation of capital programme funding to projects. The future role of SASG in the prioritising of projects to be discussed with the Director of Corporate Services In previous years there were a number of grants awarded by WG towards the end of the financial year. Currently these have not materialised for 2022/23 WG are currently looking at standardising the formula for the allocation of funding to schools for the Education Improvement grant, which is part of RCSIG. The impact of this change could prove challenging for the Authority in managing the grant. Concerns have also been raised with WG by other local authorities on this being implemented in 2023/24. The email detailing these changes to be forwarded to Head of Financial Services to be raised with the Director of Corporate Services | RH NT RH |
| 8.0 | European Grants Update | |
| | The current programme of European funded projects is due to end in December 2023 with projects currently being delivered by the Authority due to end in the months leading up to this date. A schedule of all current European grant funded projects was presented to Grants Panel detailing the respective end dates. | |
| | An update was provided to Grants Panel on the amount of grant income outstanding to the Authority for European grant funded projects. The total amount claimed to date is approximately £24.4m with a total of £1.6m grant income outstanding. | |
| 9.0 | Successor Schemes Update | |
| | An update was provided on the Shared Prosperity Fund (SPF). The programme was launched by the Authority on 1st March 2023. The allocation of grant from UK Government to the Authority is £32m. There is an additional grant of £6.8m for the Multiply programme which focuses on adult numeracy skills. | |

| | SUBJECT | ACTION |
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| | The programme is working on a regional basis within South West Wales with Swansea Council taking the lead role and are also the accountable body/banker. The programme has been developed to provide a consistent approach across the South West Wales region which includes Carmarthenshire, Pembrokeshire, Neath Port Talbot and Swansea. | |
| | • End date for all projects to be delivered is 31 st December 2024 and the closure of the programme is 31 st March 2025. | |
| | A service level agreement is currently being developed by Swansea Council which will incorporate the UK Government's grant terms & conditions. | |
| | A WEBINAR has been arranged outlining the SPF programme and funding opportunities. | |
| 8.0 | <u>AOB</u> | |
| | It is noted that there are delays in settling the 2022/23 teachers' pay award and the possibility of this not being settled be the end of month will have an impact on claiming the full costs of grant funded posts. | |
| 9.0 | Date of next meeting – 28 th June 2023 at 2pm via Teams | |