

PROSIECT GWYRDD JOINT COMMITTEE MEETING	
MONDAY 12 JULY 2010 – 5.00PM	
LOCATION: FUNCTION ROOM E, CITY HALL, CARDIFF	
Present:	Initials
Elected Members:	
Councillor Margaret Jones, Cardiff Council	MJ
Councillor Colin Mann, Caerphilly County Borough Council	CM
Councillor Lyn Ackerman, Caerphilly County Borough Council	LA
Councillor Phil Murphy, Monmouthshire County Council	PM
Councillor Bryan Jones, Monmouthshire County Council	BJ
Councillor William Routley, Newport City Council	WR
Councillor David Fouweather, Newport City Council	DF
Councillor Geoff Cox, Vale of Glamorgan CC	GC
Councillor Gordon Kemp, Vale of Glamorgan CC	GK
Officers:	
Stephen Davison, Newport City Council	SD
Tara King, Project Manager.	TK
Elizabeth Weale, Cardiff Council	EW
Sian Humphries, Cardiff Council	SH
Hrjinder Singh, Finance Manager, Project Team	HS
Mark Williams, Caerphilly County Borough Council	MW
Dave Harris, Monmouthshire County Council	DH
Clifford Parish, Vale of Glamorgan Council	CP
Christine Salter, Cardiff Council	CS
Paul Orders, Cardiff Council	PO
Andrew Williamson, Cardiff Council	AW

<p>Jenna Pritchard, Cardiff Council Ian Lloyd-Davies, Cardiff Council Julie Eales, Newport City Council</p>	<p>JP IL JE</p>
<p>Apologies: Councillor Mark Stephens, Cardiff Council</p>	<p>MS</p>

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No	Item	Action
1	Apologies for Absence	
18/10	<p>Apologies for absence as listed above were reported.</p> <p>In the absence of Cllr Stephens, Cllr Jones chaired the meeting.</p> <p>SD congratulated TK on being appointed to a new position and explained that they would be looking to fill the vacancy from the project team short term. The post will then be ring-fenced and advertised to employees of all five partner councils via the websites, the process followed would be in line with Cardiff's HR policies.</p>	Noted
2	Declarations of Interest	
19/10	None received	Noted
3	Minutes	
20/10	The Minutes of 24 May 2010 were confirmed as a true record and signed by the Chair.	Noted
4	2009-10 Final Out-turn Position	
21/10	<p>Members considered a report on the final out-turn position in respect of the Prosiect Gwyrdd Joint Committee for the financial year 2009-10.</p> <p>CM noted that WAG had paid grant budgeted for 2010-11 early and he asked if any further payments were expected.</p> <p>HS explained that an allocation had been granted for the following year and this had been factored in.</p>	That Members note the final out-turn position for the financial year 2009-10, including overspends, underspends and resultant virements necessary to balance the overall position.
5	Prosiect Gwyrdd Joint Committee Unaudited Statement of Accounts (2009-10)	
22/10	<p>Members considered a report providing details of the Prosiect Gwyrdd Joint Committee unaudited Statement of Accounts for the Financial Year 2009-10. This provided a high-level overview of the audit process that would follow, prior to seeking Members approval of the audited Statement of Accounts ahead of the Statutory deadline of 30th September.</p> <p>SH reported a correction to the report, point 1.4 on page 17 of</p>	That Members note the attached unaudited Statements of Accounts for the financial year 2009 - 10, and note that the

	<p>the Agenda should refer to section 101 of the Local Government Act 1972 not 1994.</p> <p>GC raised the role of the Joint Scrutiny Panel and that there was no reference to it in Appendix A. HS explained that this and other comments made by the Audit Committee could be incorporated at a later stage.</p> <p>It was noted that the page numbers on the contents page did not match those in the report and this would be corrected.</p> <p>MW referred to the PUK comments regarding the thorough financial monitoring of accounts.</p>	<p>same will be:</p> <ul style="list-style-type: none"> • on public display during the period 13th July to 9th August 2010 inclusively; • provided to the Joint Committee's external auditors (Wales Audit Office) to commence their audit.
6	Stakeholder Engagement Strategy and Plan Update	
23/10	<p>Members considered an update on the approval of the Stakeholder Engagement Strategy.</p> <p>IL referred to points 3.3 and 3.4 of the report and the need for parameters for stakeholder mapping exercises to be clarified. This could have future budget implications.</p> <p>TK reported that she had received a letter from the Chair of the Joint Scrutiny Panel. In terms of strategy, they were asking for more detail to be included regarding the relationship between the Joint Scrutiny Panel and the Joint Committee. They asked to be involved at an earlier stage of public communications and suggested three clear working days before reports were published. TK explained that this would not always be possible to achieve however the Project Board were considering various options and would report back in September.</p> <p>IL reported that the road shows were running well with varied interest in different areas.</p> <p>Members were advised that a report which would include comments from the Joint Scrutiny Panel, seeking the formal approval of the Stakeholder Strategy and the Stage 2b Communications Plan would be submitted to the September meeting.</p>	<p>That Members note the contents of the report and to note that full endorsement of the Stakeholder Engagement Strategy following updates from the Joint Scrutiny Panel and stage the content of the Communications plan for stage 2b will be the subject of further reports.</p>
7	2010-11 Month 03 Finance Position and Project Budget Update	
24/10	<p>Members considered a report providing an update of the financial monitoring position and projected out-turn for the Prosiect Gwyrdd Budgets based on the first three months of</p>	<p>That Members note the actual spend to date and</p>

<p>the financial year 2010-11. The report also provided an update on the Project Budget in-light of the changes that had occurred since the Project Budget was approved by Members in December 2009.</p> <p>EW explained that a detailed review of the advisors fee projections had been conducted for the remaining phases of the procurement. Previously it had been difficult to predict without knowing the number of solutions brought forward and the importance of matching the commercial knowledge of those they would be entering into dialogue with. As a result projections were estimates only.</p> <p>HS reported that advisors had acknowledged the financial climate and as part of their review and revised fee proposals had put forward a variety of discounts. This included volume discounts on their fees, discounts against different grades of staff and one advisor had agreed not to apply any inflationary increase for the duration of the project.</p> <p>Members would continue to be advised of the budget position and any variances during the normal course of reporting in line with the Joint Working Agreement.</p>	<p>projected out-turn based on the first three months of the financial year, including overspends, under-spends and resultant virements necessary to balance the overall position.</p> <p>In respect of the Project Budget, Members note:</p> <ul style="list-style-type: none"> the changes that have been identified since the current Project Budget was approved in December 2009; that the immediate (2010-11) financial implications of the changes identified can be accommodated within the existing budget; that further quarterly updates will be provided to Members as the year progresses with a revised Project Budget being presented to the committee for consideration in-line with the requirements of the Joint Working
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		Agreement, and partners' budget setting processes.
8	Date of Next Meeting	Noted
	20 September 2010 – 5pm	

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