

DARLASTON AND BENTLEY AREA PANEL

INTERNAL ASSURANCE OF AREA PANEL PROJECTS

Tuesday, 26 January 2016

1. Summary of the Report

- 1.1 As part of good governance arrangements and to support future audit arrangements, an internal assurance review has been undertaken to ensure that any projects which have been allocated funding through the Area Partnership, have utilised the funding for the purpose for which it was allocated, an internal review of the project documentation has been undertaken. This report sets out the findings.

2. Recommendations

- 2.1 That the Darlaston and Bentley Area Panel:

- Note the findings of the internal review
- Note that there is assurance that projects have utilised funding, for the purpose for which it was allocated and that the relevant documentation has been provided by the project lead / organisation

3. Context

- 3.1 Six Area Partnerships were established in April 2010. One of the functions of the model is to have an allocation of £40,000 per Area Partnership, which can be used to support local groups / organisations and local activity which address the priorities within the Walsall Plan and the Area Plan. These being:

- Supporting business to thrive and supporting local people into work
- Improving health including well-being and independence for older people
- Creating safe and sustainable communities – reducing levels of crime and providing the right environment for people to live in
- Improving safeguarding and the learning and life chances for children and young people, recognising that a person's early years crucially help determine what kind of future they have and ensuring they are appropriately supported into adulthood

- 3.2 In the original model of Area Partnerships, the responsibility for approving funding allocations lay with the relevant Area Manager. In April 2013, Cabinet approved a revised model of Area Partnerships – 'Devolution through Area Partnerships'. This decision enabled the establishment of Area Panels and responsibility for approving funding allocations would lie with these Committees of the Council.

- 3.3 Through the Area Partnership Team, the process for recommending any funding applications to the Area Panels for consideration remains. Also, the processing of associated documentation to support the application, any approval paperwork, checking of claims for payments with evidence that the project has been delivered, including milestones / outcomes and related expenditure.
- 3.4 All recommendations for funding allocations are presented to the Area Panel in the Funding Report, which details the applicant / organisation, amount requested, a summary of the project, dates the project starts / ends, which priority(ies) will be met, any match funding that may be drawn down and the Ward(s) which the project will benefit.

4. Internal Assurance

- 4.1 To support governance arrangements, an internal review has been undertaken of the project files for all six Area Partnerships.
- 4.2 Internal audit have supported the design of this work and the outcome will be shared with them.
- 4.3 Attached at Appendix A is an internal control sheet that monitors when project file documentation have been issued / received and also when payments were made. (Please note that a project may be allocated an amount of funding, however, as the project completes, there may not be a need for all the funding to be claimed – this is detailed in the Funding Report for re-allocation to other funding requests.)
 - 4.2.1 No payments are made without the provision of relevant evidence of milestones / outcomes and expenditure.
 - 4.2.2 Where projects are highlighted 'green', these projects have been completed; where projects are highlighted 'red', these projects were approved for funding, but subsequently did not take place and the funding was returned for re-allocation; where projects are not highlighted, these projects are still to be completed / make a claim.
 - 4.2.3 As can be seen the majority of projects have been completed.
- 4.3 As part of the programmed audits which are undertaken, an audit of Area Panels and Partnerships was completed in July 2015, with the outcome being 'significant assurance'. This included an audit of governance arrangements and funding processes.
- 4.4 For information, attached at Appendix B is a map of the Area Partnership, which indicates where funding has been allocated and where the area has benefited. (Please

note this was mapped up to the point of when funding was allocated by the November 2015 Area Panel.)

- 4.5 The Authors of this report are both satisfied that the projects have been undertaken and that the funding has been utilised for the purpose it was allocated.

5. Appendices

Appendix A – Internal Control Spreadsheet – Darlaston and Bentley Funding 2014 / 15 and 2015 /16

Appendix B – Map of Darlaston and Bentley Funding 2014 /15 and 2015 /16

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Darlaston/Bentley- Funding 2014/15

Department/Organisation	Lead Officer	Project Name	Project Ref	Committed	Paid	Decommitted	Panel Date	Letter Sent	GA Sent	GA recieved	Evidence Due Date	Claim Form Rec	Payment Date	Payment Type	Project Closed
Walsall Council	Diane Mansell	Family Fun Day	PR/5/14-15/001	£920.00	£550.00	£370.00	08/07/2014	11/07/2014	11/07/2014	11/07/2014	10/01/2015	08/01/2015	January 2015 Journal		09/01/2015
Steps to Work (Walsall) Ltd	Patricia Hatton	Darlaston JET	PR/5/14-15/002	£10,000.00	£10,000.00	£0.00	08/07/2014	17/07/2014	22/07/2014	14/08/2014	28/01/2015		24/07/2015	BACS	31/03/2015
Moxley People's Centre	Wendy Pearce	Moxley Summer Scheme	PR/5/14-15/003	£600.00	£600.00	£0.00	23/07/2014	24/07/2014	24/07/2014	25/07/2014	28/09/2014	12/09/2014	02/10/2014	BACS	02/10/2014
Walsall Council	John Charles	Boy Racers in Moxley	PR/5/14-15/004	£490.00	£490.00	£0.00	23/07/2014	24/07/2014	24/07/2014	25/07/2014	28/10/2014		March 2015 Journal		09/03/2015
Old Hall People's Partnership	Denise Birkett	Aim High Job Club	PR/5/14-15/005	£4,665.98	£4,665.98	£0.00	23/07/2014	24/07/2014	24/07/2014	30/07/2014	10/04/2015	19/11/2014	25/11/2014	BACS	25/11/2014
Old Hall People's Partnership	Denise Birkett	Bentley Buddies	PR/5/14-15/006	£1,750.00	£1,750.00	£0.00	23/07/2014	24/07/2014	24/07/2014	30/07/2014	10/04/2015	14/01/2015	11/02/2015	BACS	11/02/2015
Walsall Healthcare NHS Trust	Carol Williams	Teens and Toddlers Youth Development Programme	PR/5/14-15/007	£838.00	£838.00	£0.00	15/09/2014	16/09/2014	16/09/2014	09/10/2014	05/03/2014	19/03/2015		BACS	30/03/2015
Walsall Council	Karen Bateman	Rowlands Close Security Improvements	PR/5/14-15/008	£760.00	£760.00	£0.00	15/09/2014	16/09/2014	16/09/2014	16/09/2014	28/01/2015	N/A	Internal Recharge		11/02/2015
Walsall Council	Diane Mansell	Darlaston Festivities	PR/5/14-15/009	£1,095.00	£1,095.00	£0.00	15/09/2014	16/09/2014	16/09/2014	30/09/2014	28/01/2015	08/01/2015	January 2015 Journal		09/01/2015
Walsall Council	Diane Mansell	Darlaston Winter Lighting Scheme	PR/5/14-15/010	£2,000.00	£0.00	£2,000.00	15/09/2014	16/09/2014	16/09/2014	30/09/2014	10/04/2015	Project did not go ahead - advised to re-submit for next financial year			
Old Hall People's Partnership	Denise Birkett	Bentley Community Centre	PR/5/14-15/013	£2,150.00	£2,150.00	£0.00	11/11/2014	17/11/2014	17/11/2014	03/12/2014	10/04/2015	26/03/2015	26/03/2015	BACS	26/03/2015
Darlaston Town FC C.I.C	Neil Chambers	Darlaston Town FC - Bentley Leisure Pavilion	PR/5/14-15/014	£1,600.00	£1,600.00	£0.00	27/01/2015	02/02/2015	02/02/2015	12/02/2015	10/04/2015	03/03/2015	03/03/2015	BACS	03/03/2015
Moxley People's Centre	Malcolm Ratledge	Sustainable Services Community Consultation	PR/5/14-15/015	£1,750.00	£0.00	£1,750.00	27/01/2015	04/03/2015	04/03/2015			Informed by			
West Midlands Police	PCSO Iain Diggett	Crime Prevention Items	PR/5/14-15/016	£3,000.00	£0.00	£0.00	24/03/2015	25/03/2015	25/03/2015				Payment is yet to be made - this project was late completing		
Clean and Green	Alison Bate	Fencing Improvements - Alexander Rd allotments	PR/5/14-15/017	£1,600.00	£0.00	£0.00	24/03/2015	25/03/2015	25/03/2015		10/04/2015	12/01/2016	15/01/2016	Journal	18/12/2015

Totals= £33,218.98 £24,498.98 £4,120.00

Budget 2013/14= £40,000.00

Balance Remaining= £10,901.02

Completed Projects	
Cancelled Projects	

Darlaston & Bentley Funding: 2014/15 and 2015/16

