

**Committee and Date**

West Mercia Energy Joint
Committee

26th February 2018

WEST MERCIA ENERGY JOINT COMMITTEE

Minutes of the meeting held on 25 September 2017

In the Wilfred Owen Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND

10.00 - 11.25 am

Responsible Officer: Emily Marshall

Email: emily.marshall@shropshire.gov.uk Tel: 01743 257717

Present

Councillor Price (Chairman)

Councillors Nic Laurens and Robert Macey

20 Apologies for Absence

Apologies for absence were received from Councillors A. Hardman and J. Smith (Worcestershire), L. Carter and R. Overton (Telford and Wrekin) and D. Harlow (Herefordshire).

21 Named Substitutes

There were no named substitutes present.

22 Disclosable Pecuniary Interests

Members were reminded that they must not participate in the discussion or voting on any matter in which they had a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

23 Minutes**RESOLVED:**

That the Minutes of the West Mercia Energy Joint Committee held on 27th February 2017 be approved as a correct record and signed by the Chairman.

24 Statement of Accounts 2016/17 and Annual Governance Statement 2016/17

Mr J. Walton, Treasurer (WME) presented the Letter of Representation, the Statement of Accounts 2016/17 and the Annual Governance Statement 2016/17 for the West Mercia Energy Joint Committee.

For the benefit of new Joint Committee members, the Treasurer provided an explanation on the pension deficit, an update on the next valuation, the Shropshire County Pension Fund and how contributions were calculated.

Members of the Joint Committee agreed that a longer term plan was needed to reduce the deficit as there was some concern that it may impact on WME. It was agreed that each representative take these issues back to their respective Chief Executives requesting that they examine the area in more detail and to try to come up with a longer term solution. In response, the Treasurer explained that WME mostly dealt with public sector who understood the accounting practices used.

RESOLVED:

1. That the Letter of Representation be approved and signed by the Chairman and submitted by the Treasurer.
2. That the finalised Statement of Accounts 2016/17 be approved and signed by the Chairman and the Treasurer.
3. That the Annual Governance Statement 2016/17 be approved.

25 Distribution of Surplus

The Treasurer presented the report which recommended the level of distribution of surplus held at 31 March 2017 to the Member Authorities.

The Director reported that future levels would fall slightly, however this was in line with expectations.

RESOLVED:

1. That the retention of accumulated surplus of £ 0.600 million be approved.
2. That the distribution of accumulated surplus of £1.139 million, in accordance with the provisions of the Joint Agreement, be approved.

26 External Audit - Audit Findings Report 2016/17

Mr R. Percival (External Auditor – Grant Thornton) presented the West Mercia Energy Joint Committee Audit Findings Report 2016/17 (copy attached to the signed minutes).

The External Auditor informed the Joint Committee that the accounts had been delivered on time and to a very high standard. The Director and his team were thanked for preparing well presented accounts. Members' attention was drawn to page 71 where one control issue was highlighted, however the issue was long standing and a reflection of the size of the organisation.

RESOLVED:

That the West Mercia Energy Joint Committee Audit Findings Report 2016/17 be noted.

27 Internal Audit - Annual Report 2016/17

C. Pilawski, Audit Service Manager introduced Internal Audit Annual report 2016/17 (copy attached to the signed minutes).

RESOLVED:

1. That performance against the Audit Plan for the year ended 31 March 2017 be endorsed.
2. To note that the system of governance, risk management and internal control is operating effectively and can be relied upon when considering the Annual Governance Statement for 2016/17.
3. That the Head of Audit's positive year end opinion on West Mercia Energy's governance, risk management and internal control environment for 2016/17 on the basis of the work undertaken and management responses received be noted.

28 Anti-Slavery and Human Trafficking Policy

N. Evans, Director presented the WME Anti-Slavery and Human Trafficking Policy (copy attached to the signed minutes).

The Committee stressed the importance of the Policy and ensuring that the processes were embedded within the organisation.

RESOLVED:

That the West Mercia Energy Anti-Slavery and Human Trafficking Policy be approved.

29 Exclusion of Press and Public

RESOLVED:

That under Section 100(A)(A4) of the Local Government Act 1972, the public be excluded during the consideration of the following items of business on the grounds that they might involve the likely disclosure of exempt information as defined in Schedule 12(A) of the Act.

30 Exempt Minutes

RESOLVED:

That the Exempt Minutes of the meeting held on 27th February 2017 be approved as a correct record.

31 Energy Governance, Accountability, Risk and Reporting Policy

The Director presented an exempt report (copy attached to the signed exempt minutes), which presented the updated West Mercia Energy Governance, Accountability, Risk and Reporting Policy for approval.

RESOLVED:

That the recommendation contained within the exempt report be approved.

32 Update on Business Plan and Trading Performance to Date

The Director presented an exempt report (copy attached to the signed exempt minutes), which presented an update on the West Mercia Energy Annual Business Plan and Budget 2016/17.

RESOLVED:

That the recommendation contained within the exempt report be approved.

33 Minutes of the Flexible Energy Advisory Panel

The Director presented an exempt report (copy attached to the signed exempt minutes), which presented the minutes of the Flexible Energy Management/Advisory Panel meetings that had been held since the last meeting of the Joint Committee.

RESOLVED:

That the recommendation contained within the exempt report be approved.

34 Risk Management Update

The Director presented an exempt report (copy attached to the signed exempt minutes), which provided an update on risk management.

RESOLVED:

That the recommendation contained within the exempt report be approved.

35 Date of Next Meeting

It was noted that the next meeting would take place on Monday, 26th February 2018 at 10.00 a.m. at Shirehall, Shrewsbury.

Signed (Chairman)

Date: