



Committee and Date

West Mercia Energy Joint
Committee

2nd March 2021

WEST MERCIA ENERGY JOINT COMMITTEE

Minutes of the meeting held on 29 September 2020

VIRTUAL MEETING

10.00 - 11.29 am

Responsible Officer: Emily Marshall

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

Present

Councillor Hardman

Councillors Evans, Robert Macey, Peter Nutting (Vice Chairman) and Smith

57 Apologies for Absence

Due to technical difficulties, the Chairman was unable to join the meeting for this item, therefore, the Vice-Chairman presided as Chairman for the following item.

There were no formal apologies for absence, however it was noted that Councillors Davies and Harvey (Herefordshire Council) were experiencing technical difficulties that were preventing them from joining the virtual meeting. The Committee Officer reported that Shropshire Council's IT Team were assisting both Councillors to join and participate in the meeting. The Committee agreed that, as the meeting was quorate, in accordance with the Joint Committee's Terms of Reference, to proceed with consideration of the items of business on the agenda.

58 Minutes

RESOLVED:

That the Minutes of the West Mercia Energy Joint Committee held on 25th February 2020 be approved as a correct record and signed by the Chairman.

59 Public Questions

There were none.

60 Disclosable Pecuniary Interests

There were none.

61 Supplier Contracts

The Director provided an update on supplier contracts in accordance with Standing Orders, reporting that there had been one entry since the last meeting, relating to the supply of bulk Liquefied Petroleum Gas (LPG), contract let in accordance with Standing Order 3.2.3. Supplier is Calor Gas, the current contract arrangements have

been maintained as it would not be cost effective for schools to replace tanks around schools.

RESOLVED:

That the update on supplier contracts be noted.

62 Statement of Accounts 2019/2020 and Annual Governance Statement 2019/2020

Mr J. Walton, Treasurer (WME) presented the Letter of Representation, the Statement of Accounts 2019/20 and the Annual Governance Statement 2019/20 for the West Mercia Energy Joint Committee (copy attached to the signed minutes).

RESOLVED:

1. That the Letter of Representation, to be signed by the Chairman and submitted by the Treasurer, be noted.
2. That the finalised Statement of Accounts 2019/20, to be signed by the Chairman and the Treasurer be considered.
3. That the Annual Governance Statement 2019/20 be considered.

63 External Audit - Audit Findings Report 2019/2020

Due to technical difficulties, the External Audit representative had been unable to join the virtual meeting. The Director of West Mercia Energy presented the report to the Committee. (Copy attached to the signed minutes).

The Committee were pleased to consider the report and note the unqualified opinion.

RESOLVED:

That the contents of the West Mercia Energy Joint Committee Audit Findings Report 2019/20 be considered and endorsed.

64 Internal Audit - Annual Report 2019/2020

P. Chadderton, Principal Auditor, Shropshire Council, introduced Internal Audit Annual report 2019/20 (copy attached to the signed minutes)

RESOLVED:

1. That performance against the Audit Plan for the year ended 31 March 2020 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 2019/20.

3. That the Head of Audit's positive year end opinion on West Mercia Energy's governance, risk management and internal control environment for 2019/20 based on the work undertaken and management responses received, be noted.

65 **Distribution of Surplus**

The Treasurer presented the report which recommended the level of distribution of surplus held at 31 March 2020 to the Member Authorities (copy attached to the signed minutes).

RESOLVED:

1. That the retention of accumulated surplus of £0.633 million be approved.
2. That the distribution of accumulated surplus of £1.111 million, in accordance with the provisions of the Joint Agreement, be approved.

66 **Risk Management Update**

Members made reference to the rapidly changing situation arising from the Covid-19 pandemic and asked the Director to report back if any of the risks changed substantially.

RESOLVED:

That the medium and high risks presented be noted.

67 **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.

68 **Exempt Minutes**

That the Exempt Minutes of the West Mercia Energy Joint Committee held on 25th February 2020 be approved as a correct record and signed by the Chairman

69 **Update on Business Plan and Trading Performance to Date 2020/21**

The Director presented an exempt report (copy attached to the signed exempt minutes), which provided an update on the West Mercia Energy Annual Business Plan and Budget 2020/21.

RESOLVED:

That the recommendations contained within the exempt report be approved.

70 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, Energy Governance, Accountability, Risk and Reporting Policy for approval.

RESOLVED:

That the recommendation contained within the exempt report be approved.

71 Date of Next Meeting

It was noted that the next meeting of the West Mercia Energy Joint Committee would take place on Tuesday, 2nd March 2021.

Signed (Chairman)

Date: