

Alliance Environmental Services Ltd (AES)
Minutes of Board Meeting
Thursday 24th November 2022, 10am Via Microsoft Teams

Present:

Cllr Arthur Moran, Chairman	AM
Jane Thomason, Deputy Managing Director	JT
Melanie Henniker, Director HR & Corporate Services	MH
Tracy Baldwin, Group Finance Manager	TB
Mark Trillo, Executive Director AES	MT
Andrew Stokes, Chief Exec SM&HP/Director AES	AS

Other:

Jade Barber (Minutes)	JB
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Apologies Received:

Kevin Melling, Managing Director	KM
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Agenda Item	Notes	Action
1.	Cllr Arthur Moran chaired the meeting throughout AM reported that due notice of the meeting had been given and that a quorum was present. Accordingly, he declared the meeting open.	
2.	Declaration of Conflict of Interest No conflicts of interest were declared	
3.	Minutes of meeting held on 4th November 2022 and Matters arising The minutes were agreed as an accurate record of the meeting.	
4.	Audit Findings Report w/M Lowe & N Muthukumar ML and NM gave a review of the Audits Finding Report as circulated prior to this meeting. ML advised the work had gone smoothly and to plan, with all managers providing information on time and of a good quality. The accounts will be able to be signed off imminently following this meeting, pending approval. Nothing new or unexpected has been noted as a change this year, and no significant audit issues were found. Final financial statements have been reviewed, with one query around the pension statement which is in the middle of being reviewed– any changes (if needed) will be confirmed with management. Improper revenue recognition and Management override of controls were noted as significant risks identified within the audit plan; these points have all been tested and no issues were found. Other risks identified were Completeness of creditors and accruals, cash and bank, and Going Concern; again, there are no outstanding issues or tasks within these points. Internal controls were reviewed. In last year’s audit, it was noted that in some of our samples of external revenue, it was not possible to review supporting documentation to evidence the completion of the service to which the revenue related. Grant Thornton recommended that evidence the service obligations have been fulfilled is maintained;	

	<p>Grant Thornton are aware that management are putting controls in place to fulfil this recommendation, but as it is not yet fully complete this will remain an item on next year's audit plan.</p> <p>No unadjusted misstatements have been identified within the audit. There have been some adjusted misstatements, but these are to reclass and there is no impact on profit or net assets.</p> <p>Board Resolution - The board passed a resolution to approve the report, subject to a final email from TB detailing any final changes to be made (if applicable).</p>	
5.	<p>HP Scrutiny Feedback</p> <p>KM attended the High Peak Scrutiny meeting which seemed to go well. Feedback received was positive, with members engaging and asking questions around Peat and the recycling litter bin scheme. A further email is going out today with clarification over questions asked. MT advised that feedback his end was also positive.</p>	
6.	<p>Operational Update</p> <p>A proposal on how recycling in parks can be run from next year has now been sent to Rob Wilks for review. It will be decided what they would like to fund and which style of bins they want to use. The costs for this could be anywhere from £2.5k to £25k depending on the options selected, with the higher cost being a total refurbishment across the three main parks (Manor, Howard and Brough)</p> <p>The large mechanical sweeper has now arrived and will be split use between both High Peak and Staffordshire Moorlands. All new LCVs have been delivered bar 5 vehicles (42 vehicles in total).</p> <p>Christmas trees have now been erected in the High Peak area. All of the winter bedding has been planted our across both council areas.</p> <p>The HVO tank for High Peak has now been ordered, there will be a slight delay on rolling out HVO due to a longer delivery time than expected but it will still be within this financial year.</p>	
7.	<p>Waste and Strategy Update</p> <p>As previously reported, due to the governments new administerial teams, the strategy needs to go through departmental reviews and treasury approval. The hope was for an update before Christmas, but this is not expected now. The government has published regulations for the extended producer responsibility element of the strategy but these are not particularly relevant to local authorities thus far.</p>	
8.	<p>Any Other Business</p> <ul style="list-style-type: none"> • MH advised that the pay increase was applied in line with what was agreed at local government level within AES from the pay date in November. • As previously agreed with the Board, based on profit margins from the last financial year, a bonus payment of £600 per employee was agreed to be paid. This is intended to be paid out in January. It will be advised this is due to last year's exceptional performance, and it is not expected to be the same amount in future years. JT advised that employee briefings would be taking place next week, and this message would be communicated to employees then. 	

The Meeting closed at 11.00
Next Meeting Monday 19th December at 10.00