



### **Committee and Date**

West Mercia Energy Joint  
Committee

24<sup>th</sup> September 2019

## **WEST MERCIA ENERGY JOINT COMMITTEE**

**Minutes of the meeting held on 26 February 2019**

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

**10.00 - 11.35 am**

**Responsible Officer:** Emily Marshall

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### **Present**

Councillor Hardman

Councillors Price, Evans, Robert Macey, Peter Nutting and Smith

### **1 Election of Chairman**

#### **RESOLVED:**

That Councillor Peter Nutting be elected Chairman for the ensuing year.

### **2 Apologies for Absence**

Apologies for absence were received from Councillors Carter and Harlow.

### **3 Appointment of Vice-Chairman**

#### **RESOLVED:**

That Councillor Philip Price be appointed Vice-Chairman for the ensuing year.

### **4 Minutes**

#### **RESOLVED:**

That the Minutes of the West Mercia Energy Joint Committee held on 24<sup>th</sup> September 2018 be approved as a correct record and signed by the Chairman.

### **5 Public Questions**

There were no public questions or petitions.

### **6 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.

## **7 Supplier Contracts**

In accordance with Standing Orders, Mr N. Evans, Director of West Mercia Energy provided an update on Supplier Contracts.

The Director reported two entries, relating to the electricity supply contract and a contract relating to energy third party charges intelligence.

### **RESOLVED:**

That the update on supplier contracts by the Director of West Mercia Energy be noted.

## **8 External Audit Plan 2018/19**

Mr Richard Percival (External Auditor – Grant Thornton) presented the West Mercia Energy Joint Committee Audit Plan 2018/19 (copy attached to the signed minutes). Mr Percival introduced Mr David Rowley, the new Audit Manager for West Mercia Energy.

Mr Percival outlined the key points in the Plan, highlighting going concern disclosures as a significant risk, the reasons for this were outlined and included heightened risks for trading due to Brexit outcomes and uncertainty.

In response to a question from a Member, Mr Percival outlined how the materiality figure had been calculated.

The Joint Committee noted that the Audit Fee had increased by £500 and accepted the explanation given for this.

### **RESOLVED:**

1. That the draft audit plan for 2018/19 as presented by Grant Thornton be approved.
2. That the commissioning of Grant Thornton to undertake the audit in accordance with the audit plan be approved.

## **9 External Audit - Informing the Audit Risk 2018/19**

Mr Dave Rowley (Audit Manager – Grant Thornton) presented the Informing the Audit Risk Assessment 2018/2019 for West Mercia Energy Joint Committee (copy attached to the signed minutes) picking out the key points to bring to the Committee's attention.

Mr Percival wanted to make the Committee aware of one instance of non-compliance relating to an issue with a customer (detailed on page 30 of the report), however the Committee were reassured that this did not present an audit risk.

### **RESOLVED:**

1. That the External Audit Informing the Audit Risk 2018/19 be noted and the management responses contained within the report are consistent with the

understanding of the West Mercia Energy Joint Committee with no further comments to make.

2. That the management responses to the queries raised by Grant Thornton be approved.

#### **10 Internal Audit Performance Reports to February 2019**

C. Pilawski, Audit Services Manager introduced Internal Audit Performance Report to February 2019 (copy attached to the signed minutes).

The Committee were pleased to note the report and felt fully reassured that the organisation was very well run. The Committee passed on their thanks to all employees of West Mercia Energy and those involved at all levels in the four owning authorities.

##### **RESOLVED:**

That the performance to date against the 2018/19 Audit Plan be endorsed.

#### **11 Internal Audit Strategic Plan 2019/20**

C. Pilawski, Audit Services Manager introduced Internal Audit Strategic Plan 2019/20 (copy attached to the signed minutes).

##### **RESOLVED:**

That the proposed programme of audits for 2019/20 be endorsed.

#### **12 Anti-Slavery and Human Trafficking Statement 2018/19**

The Director of West Mercia Energy presented the Anti-Slavery and Human Trafficking Statement Transparency Statement for 2018/19 (copy attached to the signed minutes) for approval.

##### **RESOLVED:**

1. That the draft WME Transparency Statement for 2018/19 be approved.
2. That authority be delegated to the Director to finalise the WME Transparency Statement and publish it in accordance with section 54 of the Modern Slavery Act 2015.

#### **13 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.

#### **14 Exempt Minutes**

##### **RESOLVED:**

That the Exempt Minutes of the meeting held on 24<sup>th</sup> September 2018 be approved as a correct record.

**15 Annual Business Plan and Budget 2019/20 including a Review of 2018/19**

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 2019/20 and a review of 2018/19.

**RESOLVED:**

That the recommendations contained within the exempt report be approved.

**16 Minutes of the Flexible Energy Advisory Panel**

The Director presented an exempt report (copy attached to the signed exempt minutes), which presented the exempt 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.

**17 Energy Governance, Accountability, Risk and Reporting Policy**

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

**RESOLVED:**

That the recommendation contained within the exempt report be approved.

**18 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 recommendations contained within the exempt report be approved.

**19 Date of Next Meeting**

It was noted that the next meeting would take place on Tuesday, 24<sup>th</sup> September 2019 at 10.00 a.m. in the Shrewsbury Room, Shirehall, Shrewsbury.

Signed ..... (Chairman)

Date: .....

