



## **Committee and Date**

West Mercia Energy Joint  
Committee

25<sup>th</sup> September 2017

## **WEST MERCIA ENERGY JOINT COMMITTEE**

**Minutes of the meeting held on 27 February 2017**

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

**10.00 - 11.33 am**

**Responsible Officer:** Emily Marshall

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### **Present**

Councillor Price (Chairman)

Councillors Steve Charmley, Michael Wood, Arnold England, John Smith and Anthony Blagg

### **1 Election of Chairman**

Given the uncertainty arising from the local council elections in May it was agreed that the current Chairman would be re-elected for the ensuing year.

#### **RESOLVED:**

That Councillor Phillip Price be elected Chairman of the West Mercia Energy Joint Committee for the ensuing year.

### **2 Apologies for Absence**

Apologies for absence were received from Councillors Lee Carter (Telford and Wrekin) and David Harlow (Herefordshire).

James McLarnon reported apologies from Richard Percival (Grant Thornton) and Sean Pearce reported apologies from Mark Saunders (Worcestershire Council).

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

#### **RESOLVED:**

That the appointment of a Vice-Chairman be confirmed after the elections.

### **4 Minutes**

#### **RESOLVED:**

That the Minutes of the West Mercia Energy Joint Committee held on 26<sup>th</sup> September 2016 be approved as a correct record.

### **5 Public Questions**

There were no public questions or petitions received.

**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 on one item relating to the gas tender, under Standing Order 5.3 post tender negotiations had been entered into with Total Gas & Power to try to clarify certain aspects of their bid and to achieve further cost savings.

**RESOLVED:**

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

**8 External Audit - Audit Plan 2016/17**

Mr James McLarnon (External Auditor – Grant Thornton) presented the West Mercia Energy Joint Committee Audit Plan 2016/17 (copy attached to the signed minutes).

**RESOLVED:**

That the External Audit Annual Audit Letter 2014/15 be endorsed.

That the Audit Plan 2016/17 be endorsed.

**9 External Audit - Informing the Audit Risk Assessment 2016/17**

Mr James McLarnon (External Auditor – Grant Thornton) presented the Informing the Audit Risk Assessment for the year ended 31 March 2017 for West Mercia Energy Joint Committee (copy attached to the signed minutes).

**RESOLVED:**

That the External Audit Informing the Audit Risk 2016/17 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.

**10 Internal Audit - Performance Reports to February 2017**

C. Pilawski, Head of Audit introduced Internal Audit Performance Report to February 2017 (copy attached to the signed minutes). The Head of Audit confirmed that there were no significant or fundamental recommendations to report.

**RESOLVED:**

That the performance to date against the 2016/17 Audit Plan be endorsed.

**11 Internal Audit - Strategic Plan 2017/18**

C. Pilawski, Head of Audit introduced Internal Audit Strategic Plan 2017/18 (copy attached to the signed minutes).

**RESOLVED:**

That the proposed programme of audits for 2017/18 be endorsed.

**12 Internal Audit - Quality Assurance Improvement Programme External Assessment**

C. Pilawski, Head of Audit presented her report which provided an update on the Internal Audit Quality Assurance Improvement Programme External Assessment. (copy attached to the signed minutes).

**RESOLVED:**

That the information set out in the report be noted.

**13 Financial Regulations**

Mr Nigel Evans (Director – WME) presented the updated Financial Regulations for approval.

**RESOLVED:**

1. That the updated WME Financial Regulations be approved.
2. That the update to the EGARRP Policy, to ensure consistency with paragraphs 55 – 57 of the updated Financial Regulations (relating to the EGARRP Policy), be approved.

**14 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.

**15 Exempt Minutes**

**RESOLVED:**

That the Exempt Minutes of the meeting held on 26<sup>th</sup> September 2016 be approved as a correct record.

**16 Annual Business Plan and Budget 2017/18 Including a Review of 2016/17**

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 2016/17.

**RESOLVED:**

That the recommendations contained within the exempt report be approved.

**17 Minutes of the Flexible Energy Management 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.

**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 Monday, 25<sup>th</sup> September 2017 at 10.00 a.m. in the Shrewsbury Room, Shirehall, Shrewsbury

Signed ..... (Chairman)

Date: .....