



**Committee and Date**

West Mercia Energy Joint  
Committee

26<sup>th</sup> September 2023

**WEST MERCIA ENERGY JOINT COMMITTEE**

**Minutes of the meeting held on 21 March 2023**

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

**10.18 - 11.48 am**

**Responsible Officer:** Shelley Davies

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**Present**

Councillor

Councillors Evans (Vice Chairman) and Hardman

**34 Election of Chairman**

**RESOLVED:**

That Councillor Rae Evans be elected Chairman for the duration of the meeting.

**35 Apologies for Absence**

Apologies for absence were received from Councillors Dean Carroll, Liz Harvey (substitute: Councillor David Hitchiner) and Adam Kent.

*Councillors Gwilym Butler, Gemma Davies and David Hitchiner joined the meeting remotely, taking no part in the voting on any of the items for consideration.*

**36 Appointment of Vice-Chairman**

**RESOLVED:**

That Councillor Gwilym Butler be appointed Vice-Chairman for the duration of the meeting.

**37 Minutes**

**RESOLVED:**

That the Minutes of the West Mercia Energy Joint Committee held on 27<sup>th</sup> September 2022 be approved as a correct record and signed by the Chairman.

**38 Public Questions**

No public questions had been received.

**39 Disclosable Pecuniary Interests**

None declared.

**40 Supplier Contracts**

The Director confirmed that there were no entries to report.

**41 External Audit Plan 2022/23**

The Director introduced, John Fletcher (Partner) from W R Partners. John Fletcher provided an overview of the audit plan which set out the scope of the audit to be undertaken, identified risks and audit responses to these and outlined materiality levels. He added that there was a timetable in place with the main audit work to be conducted in July and WR Partners would bring their report to the September meeting.

In response to a question regarding the materiality level, John Fletcher confirmed that it was at an appropriate level at present but would be reassessed when the final accounts were audited.

**RESOLVED:**

1. That the draft audit plan for 2022/23 as presented by WR Partners be approved.
2. That the commissioning of WR Partners to undertake the audit in accordance with the audit plan be approved.

**42 Internal Audit Performance Reports to February 2023**

Katie Williams, Principal Auditor presented the report, which outlined the Internal Audit Performance reports to February 2023. She reported that the three pieces of planned audit work completed for 2022/23 had been given good assurance and added that in agreement with the Managing Director, the audit in respect of Procurement had been carried forward to 2023/24 pending completion of the tender process.

**RESOLVED:**

That the Committee consider and endorse, with appropriate comment, the performance to date against the 2022/23 Audit Plan as set out in the report.

**43 Internal Audit Strategic Plan 2023/24**

Katie Williams, Principal Auditor presented the report, which outlined the Internal Audit Strategic Plan 2023/24.

In response to a question, Katie Williams, Principal Auditor explained that the procurement exercise was ongoing and in agreement with the Managing Director

has been carried forward to 2023/24. The Managing Director added that the tender process for the electric contract had not yet been completed and it was agreed that it would be better to delay the audit until this the tender had been finalised.

**RESOLVED:**

That the proposed programme of audits for 2023/24, be considered and endorsed with appropriate comment.

**44 Anti-Slavery and Human Trafficking Statement 2022/23**

The Director of West Mercia Energy presented the Anti-Slavery and Human Trafficking Statement Transparency Statement for 2022/23 for approval.

**RESOLVED:**

1. That the draft WME Transparency Statement for 2022/23 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.

**45 Risk Management Update**

The Director presented a report which provided a review of the WME Risk Management Strategy, including new risks and those upgraded, several of which were related to extreme and challenging market conditions and high prices currently being experienced.

**RESOLVED:**

1. That the WME Risk Management Strategy attached at Appendix A be approved.
2. That the position as set out in this report be accepted.

**46 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.

**47 Exempt Minutes**

**RESOLVED:**

That the Exempt Minutes of the West Mercia Energy Joint Committee held on 27th September 2022 be approved as a correct record and signed by the Chairman.

**48 Annual Business Plan and Budget 2023/24 including review of 2022/23**

The Director presented an exempt report for approval.

**RESOLVED:**

That the recommendations contained within the exempt report be approved.

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

The Director presented an exempt report for approval.

**RESOLVED:**

That the recommendation contained within the exempt report be approved.

**50 Date of Next Meeting**

It was noted that the next meeting would take place on Tuesday, 26<sup>th</sup> September 2023 at 10.00 a.m. in the Shrewsbury Room, Shirehall, Shrewsbury.

Signed ..... (Chairman)

Date: .....