



Shropshire Council  
Legal and Democratic Services  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND

Date: 5<sup>th</sup> February 2015

**Committee:**  
**West Mercia Energy Joint Committee**

**Date: Monday, 16 February 2015**

**Time: 10.00 am**

**Venue: Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND**

You are requested to attend the above meeting.  
The Agenda is attached

Claire Porter  
Head of Legal and Democratic Services (Monitoring Officer)

**Members of West Mercia Energy Joint Committee**

*Herefordshire Council*

P Morgan  
P Price

*Shropshire Council*

S Charmley  
M Owen

*Telford & Wrekin Council*

B McClements  
A England

*Worcestershire County Council*

J Smith  
A Hardman

Your Committee Officer is:

**Emily Marshall** Committee Officer

Tel: 01743 252726

Email: [emily.marshall@shropshire.gov.uk](mailto:emily.marshall@shropshire.gov.uk)

# AGENDA

**1 Election of Chairman**

To elect a Chairman for the ensuing year.

**2 Appointment of Vice-Chairman**

To appoint a Vice-Chairman for the ensuing year.

**3 Apologies for Absence**

To receive apologies for absence.

**4 Named Substitutes**

To receive details of any Member nominated to attend the meeting in place of another Member.

**5 Disclosable Pecuniary Interests**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

**6 Minutes (Pages 1 - 4)**

To receive the minutes of the Joint Committee meeting held on 22<sup>nd</sup> September 2014.

Copy attached marked 6.

**7 Supplier Contracts**

The Director of West Mercia Energy will provide a verbal update in line with the West Mercia Energy Standing Orders.

**8 External Audit - Annual Audit Letter 2013/14 (Pages 5 - 10)**

Report of the External Auditor is attached, marked 8.

**9 External Audit - West Mercia Energy Audit Plan 2014/15 (Pages 11 - 24)**

Report of the External Auditor is attached, marked 9.

**10 External Audit - Informing the Audit Risk 2014/15 (Pages 25 - 48)**

Report of the External Auditor is attached, marked 10.

**11 Internal Audit - Finance 2014/15 (Pages 49 - 54)**

Report of the Audit Services Manager is attached, marked 11.

**12 Internal Audit - Debtors 2014/15 (Pages 55 - 60)**

Report of the Audit Services Manager is attached, marked 12.

**13 Internal Audit - Risk Management 2014/15 (Pages 61 - 68)**

The report of the Audit Services Manager is attached, marked 13.

**14 Internal Audit - Audit Plan 2015/16 (Pages 69 - 72)**

Report of the Audit Services Manager is attached, marked 14.

**15 Exclusion of Public and Press**

*To consider a resolution under Section 100 (A) of the Local Government Act 1972 that the proceedings in relation to the following items shall not be conducted in public on the grounds that they involve the likely disclosure of exempt information as defined by the provisions of Schedule 12A of the Act.*

**16 Exempt Minutes (Pages 73 - 76)**

To receive the Exempt Minutes of the meeting of the West Mercia Energy Joint Committee held on 22nd September 2014.

**17 Trading Performance to Date 2014/15 (Pages 77 - 82)**

Report of the Director is attached, marked 17.

**18 Business Plan and Budget (Pages 83 - 112)**

The report of the Director is attached, marked 18.

**19 Minutes of the Flexible Energy Management Panel (Pages 113 - 130)**

Report of the Director is attached, marked 19.

**20 Risk Management (Pages 131 - 146)**

Report of the Director is attached, marked 20.

**21 Joint Agreement**

The Director of West Mercia Energy will give a verbal update.

**22 Date of Next Meeting**

The next meeting of the West Mercia Energy Joint Committee will take place on Monday, 21<sup>st</sup> September 2014, at 10.00 a.m. in the Shrewsbury Room, Shirehall, Shrewsbury.