



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

Date: 16th February 2017

Committee:
West Mercia Energy Joint Committee

Date: Monday, 27 February 2017

Time: 10.00 am

Venue: Ludlow 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

<i>Herefordshire Council</i>	D Harlow P Price (Chairman)
<i>Shropshire Council</i>	S Charmley M Wood
<i>Telford & Wrekin Council</i>	L Carter A England
<i>Worcestershire County Council</i>	J Smith A Blagg (Vice-Chairman)

Your Committee Officer is:

Emily Marshall Committee Officer
Tel: 01743 257717
Email: emily.marshall@shropshire.gov.uk

AGENDA

1 Election of Chairman

To elect a Chairman of the West Mercia Energy Joint Committee for the ensuing year.

2 Apologies for Absence

To receive apologies for absence.

3 Appointment of Vice Chairman

To appoint a Vice-Chairman of the West Mercia Energy Joint Committee for the ensuing year.

4 Minutes (Pages 1 - 6)

To receive the minutes of the Joint Committee meeting held on 26th September 2016.

Copy attached marked 4.

5 Public Questions

To receive any public questions or petitions from the public, notice of which has been given in accordance with Procedure Rule 14. The deadline for this meeting is 5 p.m. on Wednesday, 22nd February 2017.

6 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.

7 Supplier Contracts

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

8 External Audit - Audit Plan 2016/17 (Pages 7 - 20)

Report of the External Auditor.

Contact: Richard Percival/James McLarnon (0121 212 4000)

9 External Audit - Informing the Audit Risk Assessment 2016/17 (Pages 21 - 46)

Report of the External Auditor is attached, marked 9.

Contact: Richard Percival/James McLarnon (0121 212 4000)

10 Internal Audit - Performance Reports to February 2017 (Pages 47 - 92)

The reports of the Audit Services Manager.

Appendix A – Creditors

Appendix B – Debtors

Appendix C – Finance

Appendix D – Corporate Governance

Appendix E – IT Controls

Appendix F – Payroll

Appendix G – Risk Management

Contact: Ceri Pilawski (01743 257739)

11 Internal Audit - Strategic Plan 2017/18 (Pages 93 - 96)

Report of the Audit Services Manager.

Contact: Ceri Pilawski (01743 257739)

12 Internal Audit - Quality Assurance Improvement Programme External Assessment (Pages 97 - 120)

Report of the Audit Services Manager.

Contact: Ceri Pilawski (01743 257739)

13 Financial Regulations (Pages 121 - 134)

Report of the Director of West Mercia Energy.

Contact: Nigel Evans (01743 231 101)

14 Exclusion of Press and Public

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.

15 Exempt Minutes (Pages 135 - 138)

To approve the exempt minutes of the meeting held on 26th September 2016.

Contact: Emily Marshall (01743 257717)

16 Annual Business Plan and Budget 2017/18 Including a Review of 2016/17
(Pages 139 - 180)

Exempt report of the Director of West Mercia Energy.

Contact: Nigel Evans (01743 231101)

17 Minutes of the Flexible Energy Management Panel (Pages 181 - 192)

Exempt report of the Director of West Mercia Energy.

Contact: Nigel Evans (01743 231101)

18 Risk Management Update (Pages 193 - 208)

Exempt report of the Director of West Mercia Energy.

Contact: Nigel Evans (01743 231101)

19 Date of Next Meeting

The next meeting of the West Mercia Energy Joint Committee will be held on Monday 25th September 2017 at 10.00 a.m. in the Wilfred Owen Room, Shirehall, Shrewsbury.