



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

Date: 15th February 2018

Committee: West Mercia Energy Joint Committee

Date: Monday, 26 February 2018

Time: 10.00 am

Venue: Wilfred Owen 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>	N Laurens R Macey
<i>Telford & Wrekin Council</i>	L Carter R Overton
<i>Worcestershire County Council</i>	J Smith A Hardman

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 for the ensuing year.

4 Minutes (Pages 1 - 4)

To receive the minutes of the Joint Committee meeting held on 25th September 2017.

Copy attached marked 4.

5 Public Question Time

To receive any questions or petitions from the public, notice of which has been given in accordance with Procedure Rule 14. The deadline for this meeting is 10.00 a.m. on Friday, 23rd February 2018.

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 2017/2018 (Pages 5 - 18)

Report of the External Auditor.

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

9 External Audit - Informing the Audit Risk Assessment 2017/2018 (Pages 19 - 40)

Report of the External Auditor is attached, marked 9.

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

10 Internal Audit - Performance Reports to February 2018 (Pages 41 - 90)

The reports of the Audit Services Manager.

Appendix A – Creditors

Appendix B – Debtors

Appendix C – Finance

Appendix D – Corporate Governance

Appendix E – IT Audit – Follow Up

Appendix F – Payroll

Appendix G – Procurement

Appendix H – Risk Management and Business Continuity

Contact: Ceri Pilawski (01743 257739)

11 Internal Audit - Strategic Plan 2018/2019 (Pages 91 - 94)

Report of the Audit Services Manager.

Contact: Ceri Pilawski (01743 257739)

12 Anti-Slavery and Human Trafficking Statement 2017/2018 (Pages 95 - 98)

Report of the Director of West Mercia Energy.

Contact: Nigel Evans (0333101 4353)

13 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.

14 Exempt Minutes (Pages 99 - 100)

To approve the exempt Minutes of the meeting held on 25th September 2017.

Contact: Emily Marshall (01743 257717)

15 Annual Business Plan and Budget 2018/19 including a Review of 2017/18 (Pages 101 - 142)

Exempt report of the Director of West Mercia Energy.

Contact: Nigel Evans (0333101 4353)

16 Minutes of the Flexible Energy Advisory Panel (Pages 143 - 152)

Exempt report of the Director of West Mercia Energy.

Contact: Nigel Evans (0333101 4353)

17 Risk Management Update (Pages 153 - 184)

Exempt report of the Director of West Mercia Energy.

Contact: Nigel Evans (0333101 4353)

18 Date of Next Meeting

The next meeting of the West Mercia Energy Joint Committee will be held on Monday 24th September 2018 at 10.00 a.m. in the Shrewsbury Room, Shirehall.