

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Ty Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG



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Helen Morgan (Tel. 01443 864267; Email: morgah@caerphilly.gov.uk)

Date: 11th September 2013

Dear Sir/Madam,

A meeting of the **Audit Committee** will be held in **Penallta House/Ty Penallta (Sirhowy Room), Tredomen Park, Ystrad Mynach** on **Tuesday, 17th September 2013** at **2.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Stuart Rosser'.

Stuart Rosser
INTERIM CHIEF EXECUTIVE

A G E N D A

1. To receive apologies for absence
2. Declarations of Interest - Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.
3. To approve and sign the minutes of the meeting held on 19th June 2013 (minute nos. 1 - 15 on page nos. 1 - 8)(copy attached).
4. To receive and consider the following reports:-
 1. Risk Management Strategy and Guidance;
 2. Proposed Revised Terms of Reference;
 3. Assignment of the Senior Information Risk Owner Roles and Responsibilities;
 4. Wales Audit Office Proposals - Update Progress Report;
 5. Audit of Financial Statement - to follow;
 6. Internal Audit Services - Annual Outturn Report 2013/13;

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7. Regulation of Investigatory Powers Act 2000;
8. Update on the Implementation of the Council's New Corporate Complaints Policy;
9. Register - Gifts and Hospitality;
10. Forward Work Programme.

Circulation:

Councillors Mrs. E.M. Aldworth, Mrs. K.R. Baker, D.G. Carter, N. Dix, Mrs D. Ellis, J.E. Fussell, N. George, D. Havard, S. Morgan, Mrs. G. D. Oliver, J.A. Pritchard, D. Rees

Lay Member - Mr. N. Yates

PricewaterhouseCoopers LLP - Sarah-Jane Byrne, Ian Davies, Lynn Pamment

Wales Audit Office - Non Jenkins, Jackie Joyce

And Appropriate Officers