

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

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



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For all enquiries relating to this agenda please contact Charlotte Evans  
(Tel: 01443 864210 Email: EVANSCA1@caerphilly.gov.uk)

**Date: 7th June 2017**

Dear Sir/Madam,

A meeting of the **Audit Committee** will be held **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 14th June, 2017** at **10.00 am** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

**Chris Burns**  
INTERIM CHIEF EXECUTIVE

## **A G E N D A**

Pages

- 1 To Appoint a Chair and Vice-Chair for the Ensuing Year.
- 2 To receive apologies for absence.
- 3 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.

To approve and sign the following minutes: -

**A greener place Man gwyrddach**



4	Audit Committee held on 8th March 2017.	1 - 6
To receive and consider the following reports: -		
5	Regulator Proposals for Improvement Progress Update.	7 - 16
6	Draft Annual Governance Statement for 2016/17.	17 - 40
7	Audit Committee Forward Work Programme.	41 - 44
To receive and note the following information items:-		
8	Update on the Numbers of Complaints Received Under the Council's Corporate Complaints Policy.	45 - 52
9	Annual Review of Complaints Received Under the Council's Corporate Complaints Policy 1st April 2016 to 31st March 2017.	53 - 72
10	Assurance Framework.	73 - 74
11	Certificate of Caerphilly County Borough Council's 2017-2018 Improvement Plan.	75 - 80
12	Regulation of Investigatory Powers Act 2000.	81 - 82
13	Officers Declarations of Gifts and Hospitality January to March 2017.	83 - 86
14	Register of Employees' Interests Forms 2016/17.	87 - 96
15	Corporate Governance Panel held on 13th January 2017.	97 - 98
16	Corporate Governance Panel held on 10th March 2017.	99 - 100

*\*If a member of the Audit Committee wishes for any of the above information reports to be brought forward for discussion at the meeting please contact Charlotte Evans, 01443 864210, by 10.00 a.m. on Tuesday 13th June 2017.*

**Circulation:**

Councillors Mrs E.M. Aldworth, J. Bevan, D.T. Davies, C. Elsbury, A. Gair, Ms J. Gale, B. Miles, Mrs T. Parry, Mrs M.E. Sargent, G. Simmonds, J. Simmonds and A. Whitcombe

Lay Member – Mr N.D. Yates (Vice Chair)

Auditors - Ms S.J. Byrne (Wales Audit Office), Ms N. Jenkins (Wales Audit Office), Ms L. Brown (Grant Thornton UK LLP) and Barrie Morris (Grant Thornton UK LLP)

And Appropriate Officers.