

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

Ty Penallta,
Parc Tredomen,
Ystrad Mynach,
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For all enquiries relating to this agenda please contact Charlotte Evans
(Tel: 01443 864210 Email: EVANSCA1@caerphilly.gov.uk)

Date: 23rd January 2018

Dear Sir/Madam,

A meeting of the **Audit Committee** will be held **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach on Tuesday, 30th January, 2018 at 2.00 pm** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chrissy'.

Christina Harrhy
INTERIM CHIEF EXECUTIVE

A G E N D A

Pages

- 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.

A greener place Man gwyrddach



To approve and sign the following minutes: -

3 Audit Committee held on 17th October 2017. 1 - 6

To receive and consider the following reports: -

4 Certification of Grants and Returns 2016-17 – Caerphilly County Borough Council. 7 - 20

5 Statutory Data Protection Officer Role. 21 - 28

6 Regulator Proposals for Improvement Progress Update. 29 - 38

7 Internal Audit Services PSIAS Peer Review Update. 39 - 42

8 Internal Audit Services - Mid-Year Progress Report. 43 - 48

9 Audit Committee Forward Work Programme. 49 - 52

To receive and note the following information items:-

10 Audit of Caerphilly County Borough Council's Assessment of 2016-17 Performance. 53 - 54

11 Officers Declarations of Gifts and Hospitality July to September 2017. 55 - 58

12 Regulation of Investigatory Powers Act 2000. 59 - 60

13 Update on the Number of Complaints Received Under the Council's Corporate Complaints Policy. 61 - 70

14 WAO Local Risk Based Reviews: Asset Management and Information Management and Technology - Caerphilly County Borough Council. 71 - 86

15 Wales Audit Office Review of the WHQS Delivery Programme. 87 - 138

16 Annual Audit Letter - Caerphilly County Borough Council 2016/17. 139 - 140

17 Corporate Governance Panel Minutes held on 4th August 2017. 141 - 142

**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 Monday 29th January 2018.*

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 (Chair), G. Simmonds, J. Simmonds and A. Whitcombe

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

Auditors –Ms N. Jenkins (Wales Audit Office), Ms G. Hawkins (Grant Thornton UK LLP) and Mr B. Morris (Grant Thornton UK LLP)

And Appropriate Officers.