

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 Kim Houghton
(Tel: 01443 864267 Email: houghk@caerphilly.gov.uk)

Date: 9th October 2018

Dear Sir/Madam,

A meeting of the **Audit Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 16th October, 2018** at **2.00 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days, and a simultaneous translation will be provided if requested.

All Committee meetings are open to the Press and Public, observers and participants are asked to conduct themselves with respect and consideration for others. Please note that failure to do so will result in you being asked to leave the meetings and you may be escorted from the premises.

Yours faithfully,

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

Christina Harrhy
INTERIM CHIEF EXECUTIVE

AGENDA

Pages

- 1 To receive apologies for absence.

A greener place Man gwyrddach



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.

To approve and sign the following minutes: -

- 3 Audit Committee held on 24th July 2018. 1 - 8

To receive and consider the following reports: -

- 4 Wales Audit Office Report - Overview and Scrutiny Fit for the Future? - Caerphilly County Borough Council. 9 - 34
- 5 WHQS - Acceptable Fails Update. 35 - 50
- 6 Journal Transfer Authorisation Limits. 51 - 54
- 7 Presentation - Customer Services Update (attached). 55 - 60
- 8 Corporate Risk Register Monitoring (Q2 - 2018/19). 61 - 68
- 9 Internal Audit Services - Annual Outturn Report 2017/18. 69 - 92
- 10 Internal Audit Services - Revised Methodology for 4 Tier Audit Opinions, Risk Ratings and Assurance - Draft Report. 93 - 104
- 11 Audit Committee Forward Work Programme 2018/19. 105 - 114

To receive and note the following information items:-

- 12 Caerphilly County Borough Council - Annual Audit Letter 2017-18 115 - 116
- 13 Regulation of Investigatory Powers Act 2000. 117 - 120
- 14 Officers Declaration of Gifts and Hospitality - April to June 2018. 121 - 126

**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 Kim Houghton, 01443 864267, by 10.00 a.m. on Monday 15th October 2018*

Circulation:

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

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.

HOW WE WILL USE YOUR INFORMATION

Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at www.caerphilly.gov.uk. except for discussions involving confidential or exempt items.

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