

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 Julie Lloyd
(Tel: 01443 864246 Email: lloydj4@caerphilly.gov.uk)

Date: 29th May 2024

To Whom it May Concern,

A multi-locational meeting of the **Governance and Audit Committee** will be held in Penallta House, and via Microsoft Teams on **Tuesday, 4th June, 2024 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 on request.

Members of the public or Press may attend in person at Penallta House or may view the meeting live via the following link: <http://civico.net/caerphilly>

This meeting will be live-streamed and a recording made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the Council's website at www.caerphilly.gov.uk

Yours faithfully,

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

Christina Harrhy
CHIEF EXECUTIVE

A G E N D A

- 1 To appoint a Chair for the ensuing year.

Pages

A greener place Man gwyrdach



2 To appoint a Vice Chair for the ensuing year.

3 To receive apologies for absence.

4 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: -

5 Governance and Audit Committee held on 16th of April 2024. 1 - 6

6 Special Governance and Audit Committee held on 1st May 2024. 7 - 10

To receive and consider the following reports: -

7 Governance and Audit Committee Forward Work Programme. 11 - 24

8 Audit Wales Work Programme and Timetable - Caerphilly County Borough Council. 25 - 42

9 Audit Wales Caerphilly County Borough Council Annual Audit Summary 2023. 43 - 48

10 Audit Wales - Caerphilly County Borough Council - 2024 Audit Plan. 49 - 70

11 Annual Internal Audit Report 2023/24. 71 - 94

12 Draft Annual Governance Statement 2023/24. 95 - 114

13 Update on Progress against the Internal Audit Services Annual Plan 2024/25. 115 - 124

14 Update on Internal Audit Report Recommendations. 125 - 134

15 Regulator Recommendation Tracker Progress Update. 135 - 144

To receive and note the following information items: -

16 Officers Declarations of Gifts and Hospitality January to March 2024. 145 - 150

17 Register of Employees' Interests Forms 2023/24. 151 - 156

18	Corporate Governance Panel Minutes - 2nd May 2024.	157 - 158
19	Corporate Governance Panel Minutes - 14th May 2024.	159 - 160

**If a member of the Governance and Audit Committee wishes for any of the above information reports to be brought forward for discussion at the meeting please contact Julie Lloyd, 01443 864246, by 10.00 a.m. on Tuesday 4th June 2024.*

Circulation:

Councillors M.A. Adams, Mrs E.M. Aldworth, A. Broughton-Pettit, M. Chacon-Dawson, E. Davies, G. Enright, J. Taylor and C. Wright.

Lay Members: V. Pearson, L. M. Rees, J. Williams and Mr N.D. Yates

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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