

<b>Audit Committee Forward Work Programme – Jan to Oct 2019</b>				
<b>MEETING DATE: TUESDAY, 29TH JANUARY 2019</b>				
<b>Report Deadline (Reports to Committee Services – 12noon)</b>	<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Responsibility</b>
<b>ITEMS FOR DISCUSSION</b>				
<b>11.01.19</b>	Audit Committee Forward Work Programme	To ensure that the committee agendas reflect its responsibilities in the reviewing and consideration of the Authorities financial affairs and financial statements, including the oversight of the internal and external audit arrangements of the Council and the reviewing and assessment of risk management, internal control and corporate governance arrangements.	It includes all reports that were identified at the Audit Committee on 16th October 2018  Outlines the reports planned for Audit Committee until Oct 2019	R. Edmunds
	Certification of Grants and Returns 2017-18 – Caerphilly County Borough Council			Grant Thornton
	Regulator Proposals for Improvement Progress Update			R. Roberts
	Internal Audit Reports – “In Need of Improvement”			N. Scammel

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<b>INFORMATION ITEMS</b>				
	Caerphilly Certificate of Compliance – Audit of Caerphilly County Borough Council’s Assessment of 2017-18 Performance.	Letter from the Auditors to say we met our statutory duties under the Local Government Measure 2009.	S. Harris	
	Regulation of Investigatory Powers Act 2000	To advise Members of the numbers of covert surveillance operations undertaken by the Council in accordance with the provisions of the Regulation of Investigatory Powers Act 2000 (RIPA)	To provide an update on the number of operations undertaken in accordance with RIPA for the period TBC to 30 <sup>th</sup> TBC, 2018/19.	R. Tranter
	Officers Declarations of Gifts and Hospitality - July to September 2018	To provide the Audit Committee with the information regarding the Register of Employees’ Interests Forms completed by officers of the Council (excluding Schools) regarding Gifts and Hospitality for the period July to September 2018 i.e the first quarter of the financial year 2018/19 and a comparison with the previous three quarters.	L. Donovan	
	Corporate Governance Panel Minutes – Monday 24th September 2018		S. Harris	

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<b>MEETING DATE: TUESDAY, 23RD APRIL 2019</b>				
<b>Report Deadline (Reports to Committee Services – 12noon)</b>	<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Responsibility</b>
<b>ITEMS FOR DISCUSSION</b>				
<b>09.04.19</b>	Audit Committee Forward Work Programme	To ensure that the committee agendas reflect its responsibilities in the reviewing and consideration of the Authorities financial affairs and financial statements, including the oversight of the internal and external audit arrangements of the Council and the reviewing and assessment of risk management, internal control and corporate governance arrangements.	It includes all reports that were identified at the Audit Committee on 29th January 2019  Outlines the reports planned for Audit Committee until TBC 2019	R. Edmunds
	AP Forensics Software			N. Scammell
	Corporate Risk Register Monitoring (Q3 – 2018/19)			R. Roberts
	Internal Audit Services Annual Audit Plan			R. Harris
	2019 Audit Plan – Caerphilly County Borough Council			Grant Thornton

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	Review and Update of the Audit Charter	To present the Audit Committee with proposed changes to the Audit Charter	The current Audit Charter was approved by the Audit Committee on the 10th September 2014. The purpose of this report is to present an updated Charter to the Audit Committee for consideration	R. Harris
	Progress Report on the Public Sector Internal Audit Standard (PSIAS) Action Plan	To update the Audit Committee on progress against the PSIAS Action Plan	At its meeting on the 10th April 2018, the Audit Committee was presented with the Action Plan arising from the internal self-assessment and external peer review of compliance with the PSIAS. This report will provide an update on progress against the Action Plan.	R. Harris
	Internal Audit Annual Opinion Report			R. Harris
<b>INFORMATION ITEMS</b>				
	WAO – WHQS Follow Up Report			WAO
	WAO – WHQS Service Users Perspective Review			WAO

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	Regulation of Investigatory Powers Act 2000	To advise Members of the numbers of covert surveillance operations undertaken by the Council in accordance with the provisions of the Regulation of Investigatory Powers Act 2000 (RIPA)	To provide an update on the number of operations undertaken in accordance with RIPA for the period TBC to TBC, 2019.	R. Tranter
	Officers Declarations of Gifts and Hospitality – October to December 2018	To provide the Audit Committee with the information regarding the Register of Employees' Interests Forms completed by officers of the Council (excluding Schools) regarding Gifts and Hospitality for the period TBC 2018/19 i.e the first quarter of the financial year 2018/19 and a comparison with the previous three quarters.		L. Donovan
<b>MEETING DATE: TUESDAY, 11TH JUNE 2019</b>				
<b>Report Deadline (Reports to Committee Services – 12noon)</b>	<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Responsibility</b>
<b>ITEMS FOR DISCUSSION</b>				
<b>28.05.19</b>	Audit Committee Forward Work Programme	To ensure that the committee agendas reflect its responsibilities in the reviewing and consideration of the Authorities financial affairs and financial statements, including the oversight of the internal and external audit arrangements of the Council and the reviewing and assessment of risk management, internal control and corporate governance arrangements.	It includes all reports that were identified at the Audit Committee on 29th January 2019  Outlines the reports planned for Audit Committee until TBC 2019	R. Edmunds

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	Regulator Proposals for Improvement Progress Update			R. Roberts
	Corporate Risk Register (Q4 – 2018/19)			R. Roberts
	Draft Annual Governance Statement 2018/19			R. Edmunds
<b>INFORMATION ITEMS</b>				
	Annual Review of Complaints Received Under the Council's Corporate Complaints Policy – April 2018 – 31 <sup>st</sup> March 2019			R. Tranter
	Register of Employees' Interest Forms 2018/19			L. Donovan
	Corporate Governance Panel Minutes – TBC			S. Harris
	Regulation of Investigatory Powers Act 2000	To advise Members of the numbers of covert surveillance operations undertaken by the Council in accordance with the provisions of the Regulation of Investigatory Powers Act 2000 (RIPA)	To provide an update on the number of operations undertaken in accordance with RIPA for the period TBC to TBC, 2019.	R. Tranter
	Officers Declarations of Gifts and Hospitality – January to March 2019	To provide the Audit Committee with the information regarding the Register of Employees' Interests Forms completed by officers of the Council (excluding Schools) regarding Gifts and Hospitality for the period		L. Donovan

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		TBC 2019 i.e the first quarter of the financial year 2018/19 and a comparison with the previous three quarters.		
<b>MEETING DATE: TUESDAY, 23RD JULY 2019 (SPECIAL)</b>				
<b>Report Deadline (Reports to Committee Services – 12noon)</b>	<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Responsibility</b>
<b>ITEMS FOR DISCUSSION</b>				
09.07.19	Local Government Financial Statements and the Role of the External Auditor			Grant Thornton
	Audit Committee Assurance Over Management Processes and Arrangements			N. Scammell
	Financial Statements for 2018/19			N. Scammell
<b>INFORMATION ITEMS</b>				

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<b>MEETING DATE: TUESDAY, 15TH OCTOBER 2019</b>				
<b>Report Deadline (Reports to Committee Services – 12noon)</b>	<b>Subject</b>	<b>Purpose</b>	<b>Key Issues</b>	<b>Responsibility</b>
<b>ITEMS FOR DISCUSSION</b>				
<b>01.10.19</b>	Audit Committee Forward Work Programme	To ensure that the committee agendas reflect its responsibilities in the reviewing and consideration of the Authorities financial affairs and financial statements, including the oversight of the internal and external audit arrangements of the Council and the reviewing and assessment of risk management, internal control and corporate governance arrangements.	It includes all reports that were identified at the Audit Committee on 29th January 2019  Outlines the reports planned for Audit Committee until TBC 2019	R. Edmunds
	Corporate Risk Register Monitoring (Q2 – 2019/20)			R. Roberts
	Internal Audit Services – Annual Outturn Report 2018/19			R. Harris
	Internal Audit Services Mid-Year Progress Report			R. Harris
<b>INFORMATION ITEMS</b>				
	Caerphilly County Borough Council – Annual Audit Letter 2018/19			N. Scammell



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	Regulation of Investigatory Powers Act 2000	To advise Members of the numbers of covert surveillance operations undertaken by the Council in accordance with the provisions of the Regulation of Investigatory Powers Act 2000 (RIPA)	To provide an update on the number of operations undertaken in accordance with RIPA for the period TBC to TBC, 2019.	R. Tranter
	Officers Declarations of Gifts and Hospitality – April to June 2019	To provide the Audit Committee with the information regarding the Register of Employees' Interests Forms completed by officers of the Council (excluding Schools) regarding Gifts and Hospitality for the period TBC 2019 i.e the first quarter of the financial year 2018/10 and a comparison with the previous three quarters.		L. Donovan