

# Bridgend County Borough Council

## Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr



Civic Offices, Angel Street, Bridgend, CF31 4WB / Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB

Legal and Regulatory Services /  
**Gwasanaethau Cyfreithiol a Rheoleiddiol**  
Direct line / Deialu uniongyrchol: (01656)  
643148/643147  
Ask for / Gofynnwch am: Andrew Rees

Our ref / Ein cyf:  
Your ref / Eich cyf:

**Date / Dyddiad:** Friday, 1 April 2014

Dear Councillor,

### **AUDIT COMMITTEE**

A meeting of the Audit Committee will be held in Committee Rooms 2/3, Civic Offices Angel Street Bridgend CF31 4WB on **Thursday, 10 April 2014 at 2.00 pm.**

### **AGENDA**

1. Apologies for Absence  
To receive apologies for absence (to include reasons, where appropriate) from Members/Officers.
2. Approval of Minutes 3 - 12  
To receive for approval, the minutes of the Audit Committee held on 16 January 2014.
3. Declarations of Interest  
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008.
4. Audit Committee - Certification of Grants and Returns 2012-13. 13 - 36
5. Audit Committee - External Audit Annual Financial Audit Outline 2013-14. 37 - 52
6. Anti-fraud and Bribery Policy. 53 - 66
7. Information and action requests by Committee. 67 - 68
8. Audit Committee Terms of Reference. 69 - 72
9. Completed Audits. 73 - 84
10. Internal Audit Shared Service Self-Assessment against the public sector Internal Audit Standards. 85 - 106

Tel/Ffôn: 01656 643643

SMS Messaging/Negeseuon SMS: 07581 157014

Fax/Facs: 01656 668126

Twitter@bridgendCBC

Email/Ebost: [talktous@bridgend.gov.uk](mailto:talktous@bridgend.gov.uk)

Website/Gwefan: [www.bridgend.gov.uk](http://www.bridgend.gov.uk)

Text relay: Put 18001 before any of our phone numbers for the text relay service

Cyfnwidi testun: Rhwyh 18001 o flaen unrhyw un o'n rhifau ffon ar gyfer y gwasanaeth trosglwyddo testun

- |     |  |           |
|-----|--|-----------|
| 11. | <u>Internal Audit Shared Service Charter 2014/15.</u>  | 107 - 116 |
| 12. | <u>Draft Internal Audit Strategy and Annual Risk Based Audit Plan April 2014 to March 2015.</u>  | 117 - 140 |
| 13. | <u>Forward Work Programme - 2013/14.</u>   | 141 - 144 |
| 14. | <u>Proposed Forward Work Programme - 2014/15.</u>  | 145 - 148 |
| 15. | <u>Urgent Items</u><br>To consider any item(s) of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency. |           |

Yours faithfully

**P A Jolley**

Assistant Chief Executive Legal and Regulatory Services

**Distribution:**

Councillors:

E Dodd  
G Davies  
GW Davies MBE  
CA Green

Councillors

RC Jones  
JE Lewis  
JR McCarthy  
M Reeves

Councillors

C Westwood  
HM Williams  
RE Young  
DK Edwards

Mrs J Williams - Lay Member