

**Democratic Services**

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31 October 2018

**SUMMONS TO ATTEND**

**MEETING:** AUDIT AND GENERAL PURPOSES COMMITTEE

**PLACE:** COMMITTEE ROOM 1, COUNCIL OFFICES, WOODGREEN,  
WITNEY

**DATE:** THURSDAY 8 NOVEMBER 2018

**TIME:** 6.00 PM

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Members of the Committee:

Alvin Adams (Chairman); Harry St John (Vice-Chairman); Jeanette Baker;  
Nigel Colston; Julian Cooper, Marilyn Davies, Harry Eaglestone; Duncan Enright;  
Ted Fenton; Peter Handley, Gill Hill; Richard Langridge; David McFarlane;  
Kieran Mullins, Elizabeth Poskitt, Alex Postan and Ben Woodruff.

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**A G E N D A**

**1. Minutes of the meeting held on 26 July (previously circulated)**

**2. Apologies for Absence and Temporary Appointments**

**3. Declarations of Interest**

To receive any declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Council's Local Code of Conduct, and any from Officers.

**4. Participation of the Public**

Purpose:

To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.

**5. Counter Fraud Unit Report (Report of the Counter Fraud Manager – copy attached)**

Purpose:

To provide the Committee with assurance over the counter fraud activities of the Council.

Recommendation:

That the report be noted.

**6. Annual Audit Letter 2017/18 and External Audit Reports (Report of the Chief Finance Officer – copy attached)**

Purpose:

To receive various reports from Grant Thornton, the Councils external auditors.

Recommendation:

That the contents of the reports be noted.

**7. Internal Audit Progress Report (Report of the Chief Finance Officer – copy attached)**

Purpose:

To consider the key findings of recent internal audits and provide an update regarding progress against the internal audit plan for 2018/19.

Recommendation:

That the report be noted.

**8. Risk Management Update (Report of the Head of the Paid Service – copy attached)**

Purpose:

To update the Committee on the changes to the Council's Corporate Risk Register at the end of Quarter Two of the financial year.

Recommendation:

That the Committee notes the updates to the Council's Corporate Risk Register.

**9. Risk Management Policy (Report of the Head of the Paid Service – copy attached)**

Purpose:

To seek approval for the proposed Risk Management Policy.

Recommendation:

That the proposed Risk Management Policy be approved.



Giles Hughes  
Head of Paid Service

This agenda is being dealt with by Keith Butler, Tel: (01993) 861521;  
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