

Wednesday, 15 September 2021

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AUDIT AND GENERAL PURPOSES COMMITTEE

You are summoned to a meeting of the Audit and General Purposes Committee which will be held in the Council Chamber, Woodgreen, Witney, OX28 1NB on **Thursday, 23 September 2021 at 6.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Audit and General Purposes Committee

Councillors: Alex Postan (Chairman), Councillor Dan Levy (Vice-Chair), Councillor Jake Acock, Councillor Joy Aitman, Councillor Luci Ashbourne, Councillor Andrew Beaney, Councillor Julian Cooper, Councillor Rupert Dent, Councillor Colin Dingwall, Councillor Harry Eaglestone, Councillor Duncan Enright, Councillor Gill Hill, Councillor Richard Langridge, Councillor Martin McBride, Councillor Elizabeth Poskitt, Councillor Harry St John and Councillor Alex Wilson.

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Minutes of Previous Meeting (Pages 5 - 10)**
To approve the minutes of the meeting held on 24 June 2021.
2. **Apologies for Absence**
To receive any apologies for absence.
3. **Declarations of Interest**
To receive any declarations from Members of the Committee on any items to be considered at the meeting.
4. **Participation of the Public**
To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.
5. **External Audit Progress Report & Sector Update (Pages 11 - 18)**
To receive an update from a representative of Grant Thornton.
6. **Internal Audit Progress Report (Pages 19 - 44)**
Purpose
To present a summary of the audit work concluded since the last meeting of this Committee.

Recommendation
That the Committee considers the report at Annex A and comments as necessary.
7. **Counter Fraud Unit Report (Pages 45 - 50)**
Purpose
To provide the Committee with assurance over the counter fraud activities of the Council. Direct updates will continue to be provided biannually.
Work plans are presented to the Committee detailing progress and results for consideration and comment as the body charged with governance in this area.

Recommendation
That the Committee notes the report and work plan at Annex A.
8. **Use of the Internet and Social Media in Investigations and Enforcement Policy (Pages 51 - 60)**
Purpose
To present the Audit and General Purposes Committee with a new Use of the Internet and Social Media in Investigations and Enforcement Policy for comment.

Recommendation
That the Committee considers the Use of the Internet and Social Media in Investigations and Enforcement Policy to comment thereon to Cabinet, to aid its deliberations and decision making.

9. **Introduction of a Committee Work Programme (Pages 61 - 68)**

Purpose

To provide the Committee with a Work Programme for 2021/2022

Recommendation

That the Committee approves the work programme and provides comment where needed.

10. **Minutes of Miscellaneous Licensing Sub-Committee (Pages 69 - 74)**

Purpose

To receive the following minutes of the Miscellaneous Licensing Sub-Committee:

- 18 March 2021
- 2 July 2021

Recommendation

That the minutes be noted.