



City of Westminster

# Committee Agenda

Title: **Audit and Performance Committee**

Meeting Date: **Monday 18th September, 2017**

Time: **7.00 pm**

Venue: **Room 3.6 and 3.7, 3rd Floor, 5 Strand, London, WC2 5HR**

Members: **Councillors:**

Ian Rowley (Chairman)  
Lindsey Hall  
Judith Warner  
David Boothroyd

**Members of the public are welcome to attend the meeting and listen to the discussion Part 1 of the Agenda**

**Admission to the public gallery is by ticket, issued from the ground floor reception at City Hall from 6.30pm. If you have a disability and require any special assistance please contact the Committee Officer (details listed below) in advance of the meeting.**



**An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, please contact the Committee Officer, Reuben Segal, Senior Committee and Governance Officer.**

**Tel: 020 7641 3160 Email: [rsegal@westminster.gov.uk](mailto:rsegal@westminster.gov.uk)  
Corporate Website: [www.westminster.gov.uk](http://www.westminster.gov.uk)**

**Note for Members:** Members are reminded that Officer contacts are shown at the end of each report and Members are welcome to raise questions in advance of the meeting. With regard to item 2, guidance on declarations of interests is included in the Code of Governance; if Members and Officers have any particular questions they should contact the Director of Law in advance of the meeting please.

## **AGENDA**

### **PART 1 (IN PUBLIC)**

**1. MEMBERSHIP**

To note any changes to the membership.

**2. DECLARATIONS OF INTEREST**

To receive declarations by Members and Officers of the existence and nature of any personal or prejudicial interests in matters on this agenda.

**3. MINUTES**

To approve the minutes of the meeting held on 17 July 2017.

**(Pages 1 - 14)**

**4. FINANCE (PERIOD 3) AND QUARTER 1 (APRIL - JUNE 2017) PERFORMANCE BUSINESS PLAN MONITORING REPORT**

Report of the City Treasurer and the Director of Policy, Performance and Communications

**(Pages 15 - 60)**

**5. INTERNAL AUDIT MONITORING REPORT (APRIL-JULY 2017)**

Report of the Shared Services Director for Audit, Fraud Insurance and Risk

**(Pages 61 - 86)**

**6. COMMERCIAL REVENUE PERFORMANCE (TO FOLLOW)**

Report of the City Treasurer

**7. GENERAL RESERVES AND BALANCES AND DRAFT RESERVES POLICY**

Report of the City Treasurer

**(Pages 87 - 94)**

**8. WORK PROGRAMME AND ACTION TRACKER**

**(Pages 95 - 110)**

**Charlie Parker**  
**Chief Executive**  
**8 September 2017**