



City of Westminster

Committee Agenda

Title: **Audit and Performance Committee**

Meeting Date: **Tuesday 27 February, 2024**

Time: **6.30 pm**

Venue: **Rooms 18.06-07, 18th Floor, 64 Victoria Street, London, SW1E 6QP**

Members: **Councillors:**

Aziz Toki (Chair)
Paul Fisher
Jessica Toale
Alan Mendoza

Independent Person:
Mark Maidment



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 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.

If you require any further information, please contact the Committee Officer, Clare O'Keefe, Lead Policy and Scrutiny Advisor.

**Email: cokeefe@westminster.gov.uk
Corporate Website: 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 pecuniary interests or any other significant interest in matters on this agenda.

3. MINUTES

To approve the minutes of the previous meeting.

(Pages 5 - 16)

4. MATTERS ARISING AND WORK PROGRAMME

To discuss any matters arising from the previous meeting, including new or unresolved matters and shape the Committee's work programme for the municipal year 2024/25.

(Pages 17 - 26)

5. Q3 PERFORMANCE REPORT

To monitor the quarterly performance results.

(Pages 27 - 58)

6. Q3 FINANCE MONITOR

To monitor the City Council's financial position including revenue forecast outturn, revenue expenditure including key risks and opportunities, capital expenditure and HRA revenue and capital expenditure and reserves.

**(Pages 59 -
100)**

7. ETHICAL STANDARDS REPORT

To maintain an overview of the arrangements in place for maintaining high ethical standards throughout the City Council.

**(Pages 101 -
114)**

8. INTERNAL AUDIT PROGRESS REPORT

**(Pages 115 -
126)**

To oversee and monitor the success of the Audit Service in planning and delivering outcomes and establishing an effective and robust internal control framework.

9. INTERNAL AUDIT PLAN 2024/25

**(Pages 127 -
140)**

To review and comment on the draft audit plan for 2024/25.

10. EXTERNAL AUDIT PLAN

To follow.

**Stuart Love
Chief Executive
19 February 2024**