



City of Westminster

# Committee Agenda

Title:

**Audit and Performance Committee**

Meeting Date:

**Thursday 1st February, 2018**

Time:

**7.00 pm**

Venue:

**Room 3.6, 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 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 23 November 2017.

**(Pages 1 - 10)**

#### **4. EXTERNAL AUDIT CERTIFICATION OF CLAIMS AND RETURNS ANNUAL AUDIT 2016/17**

Report of the City Treasurer.

**(Pages 11 - 18)**

#### **5. GRANT THORNTON ANNUAL AUDIT PLAN 2017/18**

Report of Grant Thornton

**(Pages 19 - 56)**

#### **6. EXTERNAL AUDIT PROGRESS REPORT AND SECTOR UPDATE**

Report of Grant Thornton

**(Pages 57 - 72)**

#### **7. FINANCE (PERIOD 9) MONITORING REPORT (TO FOLLOW)**

Report of the City Treasurer

#### **8. MAINTAINING HIGH ETHICAL STANDARDS AND THE CITY COUNCIL**

Report of the Director of Law

**(Pages 73 - 84)**

<b>9. INTERNAL AUDIT MONITORING 2017-18 - PROGRESS REPORT (NOVEMBER TO DECEMBER 2017)</b>	<b>(Pages 85 - 106)</b>
Report of the Tri-borough Director of Audit, Risk, Fraud and Insurance	
<b>10. INTERNAL AUDIT PLAN 2018/19</b>	<b>(Pages 107 - 130)</b>
Report of the Tri-borough Director of Audit, Risk, Fraud and Insurance	
<b>11. WORK PROGRAMME AND ACTION TRACKER</b>	<b>(Pages 131 - 148)</b>
<b>12. UPDATE ON CYBER SECURITY</b>	<b>(Pages 149 - 160)</b>
Report of the Bi-Borough Chief Information Officer	

**Stuart Love**  
**Chief Executive**  
**24 January 2018**