



City of Westminster

Committee Agenda

Title: **Audit and Performance Committee**

Meeting Date: **Tuesday 31st January, 2017**

Time: **6.30 pm**

Venue: **Rooms 10A & 10B - 17th Floor, Westminster City Hall, 64 Victoria Street, London, SW1E 6 QP**

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 6.00pm. 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
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 Head of Legal & Democratic Services 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 (public and confidential versions) of the meeting held on 16 November 2016.

(Pages 1 - 6)

4. EXEMPT REPORTS UNDER THE LOCAL GOVERNMENT ACT 1972

RECOMMENDED: That under Section 100 (A) (4) and Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), the public and press be excluded from the meeting for the following item(s) of business because they involve the likely disclosure of exempt information on the grounds shown below and it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information:

<u>Item No</u>	<u>Grounds</u>	<u>Para. of Part 1 of Schedule 12A of the Act</u>
5	The financial or business affairs of the City Council or other parties	3

5. UPDATE ON THE MANAGED SERVICES PROGRAMME

Report of the Bi-Borough Director of Corporate Services

(Pages 7 - 16)

Charlie Parker
Chief Executive
19 January 2017

This page is intentionally left blank



CITY OF WESTMINSTER

MINUTES

Audit and Performance Committee

MINUTES OF PROCEEDINGS

Minutes of a meeting of the **Audit and Performance Committee** held on **Wednesday 16th November, 2016**, Rooms 10A & 10B - 17th Floor, Westminster City Hall, 64 Victoria Street, London, SW1E 6 QP.

Members Present: Councillors Jonathan Glanz (Chairman), Lindsey Hall (Vice-Chairman), Judith Warner and David Boothroyd

Also Present: John Quinn (Bi-Borough Director of Corporate Services), Steve Mair (City Treasurer), George Lepine (ICF Team), Craig Anderson (BT Global Services), John Wills (BT Global Services), Moira Mackie (Interim Shared Services Director for Audit, Fraud, Risk and Insurance) and Reuben Segal (Committee & Governance Services)

1 MEMBERSHIP

1.1 It was noted that there were no changes to the membership.

2 DECLARATIONS OF INTEREST

2.1 Councillors Glanz, Hall and Warner declared that they are BT customers.

3 MINUTES AND MATTERS ARISING

3.1 **RESOLVED:** That the minutes of the meeting held on 22 September be signed by the Chairman as a correct record of proceedings.

4 EXEMPT REPORTS UNDER THE LOCAL GOVERNMENT ACT 1972

4.1 RESOLVED:

That under Section 100(A)(4) and Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) the press and public be excluded from the meeting for the following item of business because it involves the likely disclosure of exempt information in relation to the financial or business affairs of the Authority and/or other parties and it is considered that, in all the

circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

5 MANAGED SERVICES UPDATE

- 5.1 The Committee received a report on the Managed Services Programme that provided an update on progress with the correction plan that has been put in place with BT and the ongoing operational performance of the BT Shared Service centre (BTSSC).
- 5.2 The Committee welcomed John Wills, BT Global Services, who was due to take over responsibility for the programme on behalf of BT from Craig Anderson who was to retire in January.
- 5.3 John Quinn, Bi-borough Director of Corporate Services, summarised the key issues for the Committee's attention as set out in the report.
- 5.4 The Committee heard from Craig Anderson, BT Global Services.
- 5.5 Members discussed the issues and submitted questions to the officers present and Mr Anderson.
- 5.6 **RESOLVED:** That the report be noted.
- 5.7 **ACTIONS:** The committee would like to receive monthly progress reports in between meetings. (**Action for: John Quinn, Bi-Borough Director of Corporate Services**)

The Meeting ended at 7.28 pm

CHAIRMAN: _____

DATE _____

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank