



City of Westminster

Committee Agenda

Title: **Audit and Performance Committee**

Meeting Date: **Wednesday 1st December, 2021**

Time: **6.30 pm**

Venue: **18th Floor, 64 Victoria Street, London, SW1E 6QP**

Members: **Councillors:**

Ian Rowley (Chairman)
David Boothroyd
Danny Chalkley
Antonia Cox

Members of the public and press are welcome to attend the meeting and listen to the discussion of Part I of the Agenda.

[Link to live meeting](#)

This meeting will be livestreamed. To access the recording after the meeting, please revisit the link.



If you require any further information, please contact the Committee Officer, Artemis Kassi.

Email: akassi@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 I (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 Committee's previous meeting on 29 September 2021.

(Pages 5 - 12)

4. FINANCE AND PERFORMANCE MONITORING REPORT

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.

To monitor Quarter 2 performance results against the 2021/2022 business plans and to conduct a half-yearly overview of performance.

(Pages 13 - 90)

5. INTERNAL AUDIT MONITORING REPORT

To oversee and monitor the success in Quarter 2 of the Audit Service in planning and delivering outcomes, and in establishing an effective and robust internal control framework.

(Pages 91 - 96)

6. INTERNAL AUDIT CHARTER

To review the Council's Internal Audit Charter, which is maintained by the Shared Services Director for Internal Audit, Fraud, Risk and Insurance in accordance with the requirements

**(Pages 97 -
110)**

of the Public Sector Internal Audit Standards (PSIAS).

7. MID-YEAR COUNTER FRAUD MONITORING REPORT

(Pages 111 - 132)

To oversee and monitor the performance and success of the Counter Fraud Service.

8. REVIEW OF ANTI-FRAUD POLICIES

(Pages 133 - 156)

To review and approve the following which are maintained by the Corporate Anti-Fraud Service: - Fraud Response Plan; - Anti-Bribery Policy; and - Anti-Money Laundering Policy (including procedures)

9. VERBAL UPDATE

(Pages 157 - 164)

To update the Committee on progress since its meeting of 14 July 2021, following the thematic review undertaken on health and safety in schools as part of the Internal Audit Plan. The update will include information following the referral of this item to the Business and Children's Policy and Scrutiny Committee on 7 October 2021.

10. RE-TENDER OF EXTERNAL AUDIT CONTRACT

(Pages 165 - 172)

To review and approve the arrangements for the retendering of the external audit contract.

11. CORPORATE COMPLAINTS

(Pages 173 - 232)

To consider the corporate complaints annual review.

12. TREASURY MANAGEMENT MID-YEAR STRATEGY

(Pages 233 - 244)

To review the Treasury Management Mid-Year Strategy.

13. COUNCIL STAFF REMUNERATION

(Pages 245 - 256)

To review the Council's pay schemes, as per the Constitution.

14. WORK PROGRAMME

To receive a report on and review the Committee's work programme for 2021 – 2022.

15. ANY OTHER BUSINESS

To review any other business which the Chairman considers urgent.

**(Pages 257 -
270)**

**Stuart Love
Chief Executive
19 November 2021**