



City of Westminster

# Audit & Performance Committee Report

<b>Meeting:</b>	<b>Audit &amp; Performance Committee</b>
<b>Date:</b>	<b>2 December 2015</b>
<b>Classification:</b>	<b>General Release</b>
<b>Title:</b>	<b>Work Programme</b>
<b>Wards Affected:</b>	<b>N/A</b>
<b>Financial Summary:</b>	<b>There are no direct financial implications arising from this report</b>
<b>Report of:</b>	<b>Head of Committee &amp; Governance Services</b>
<b>Report Author:</b>	<b>Reuben Segal, Senior Committee and Governance Officer. Tel: 020 7641 3160 or email: <a href="mailto:rsegal@westminster.gov.uk">rsegal@westminster.gov.uk</a></b>

## 1. Executive Summary

- 1.1 The Committee is invited to review its work programme, attached at appendix 1.
- 1.2 The Committee is also invited to review the actions which arose from the last meeting and the work undertaken in response, as detailed in appendix 3.

## 2. Recommendations

1. That the Committee agrees its Work Programme attached as at **appendix 1** to the report.
2. That the work undertaken in response to the actions which arose from the last meeting, as detailed in at **appendix 3** to the report, be noted.

### **3. Choosing items for the Work Programme**

- 3.1 The Committee's Work Programme for 2015/16 is attached at appendix 1 to the report.
- 3.2 Members' attention is drawn to the Terms of Reference for the Audit and Performance Committee (attached as appendix 2) which may assist the Committee in identifying issues to be included in the Work Programme.

### **4. Monitoring Actions**

- 4.1 The actions arising from each meeting are recorded in the Action Tracker attached as appendix 3. Members are invited to review the work undertaken in response to those actions.

### **5. Resources**

- 5.1 There is no specific budget allocation for the Audit and Performance Committee.

### **6. Approval and modification**

- 6.1 The work programme will be reviewed at each meeting of the Committee and items can be removed or added.

**If you have any queries about this Report or wish to inspect any of the Background Papers, please contact:**

**Reuben Segal, Senior Committee and Governance Officer**

**Tel: 020 7641 3160 or email: [rsegal@westminster.gov.uk](mailto:rsegal@westminster.gov.uk)**

### **APPENDICES:**

Appendix 1 – Work Programme 2015/16

Appendix 2 – Terms of Reference

Appendix 3 – Committee Action Tracker

### **BACKGROUND PAPERS:**

None