



City of Westminster

Audit & Performance Committee Report

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| Meeting: | Audit & Performance Committee |
| Date: | 30 June 2016 |
| Classification: | General Release |
| Title: | Work Programme |
| Wards Affected: | N/A |
| Financial Summary: | There are no direct financial implications arising from this report |
| Report of: | Head of Committee & Governance Services |
| Report Author: | Reuben Segal, Senior Committee and Governance Officer. Tel: 020 7641 3160 or email: rsegal@westminster.gov.uk |

1. Executive Summary

- 1.1 The Committee is invited to agree the work programme, attached at appendix 1.
- 1.2 The committee is also invited to review the actions which arose from the last two meetings as detailed in appendix 3.

2. Recommendations

- 2.1 That the Committee agrees its Work Programme attached as at **appendix 1** to the report.
- 2.2 That the responses to actions arising from the meetings on 12 May and 2 June, as detailed in 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 will be recorded in an Action Tracker which will be included in each committee agenda.

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,
Chief of Staff**

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APPENDICES:

Appendix 1 – Work Programme 2016-17

Appendix 2 – Terms of Reference

Appendix 3 - Committee Action Tracker

BACKGROUND PAPERS:

None