

# Audit and Standards Advisory Committee

**Tuesday 5 May 2020 at 6.00 pm**

This will be held as an online virtual meeting

To view this meeting live please click on the following link: [Live Streaming](#)

## Membership:

### Members

David Ewart (Chair)

### Councillors:

A Choudry (Vice-Chair)  
Donnelly-Jackson  
Hassan  
Long  
Naheerathan  
Nerva  
Kansagra

### Substitute Members

### Councillors:

S Choudhary, Colacicco, Kabir, Lo and Perrin  
Councillors:  
Colwill and Maurice

### Independent Co-Opted Members

Robert Cawley  
Karen McArthur  
Margaret Bruce

### Independent Advisor

Vineeta Manchanda

**For further information contact:** James Kinsella, Governance Officer Tel: 020 8937 4041; Email: [james.kinsella@brent.gov.uk](mailto:james.kinsella@brent.gov.uk)

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit: [www.brent.gov.uk/committees](http://www.brent.gov.uk/committees)

**The press and public are welcome to attend this as an online virtual meeting. The link to attend and view proceedings is available [HERE](#)**

## **Notes for Members - Declarations of Interest:**

If a Member is aware they have a Disclosable Pecuniary Interest\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest\*\* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also significant enough to affect your judgement of a public interest and either it affects a financial position or relates to a regulatory matter then after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

### **\*Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect of expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

### **\*\*Personal Interests:**

The business relates to or affects:

- (a) Anybody of which you are a member or in a position of general control or management, and:
  - To which you are appointed by the council;
  - which exercises functions of a public nature;
  - which is directed is to charitable purposes;
  - whose principal purposes include the influence of public opinion or policy (including a political party or trade union).
- (b) The interests a of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who is the subject of a registrable personal interest.

# Agenda

Introductions, if appropriate.

**Item** **Page**

**1 Apologies for absence and clarification of alternate members**

**2 Declarations of Interest**

Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.

**3 Deputations (if any)**

To hear any deputations received from members of the public in accordance with Standing Order 67.

## Standards Items

Please note there are no standards items to consider at this meeting.

## Audit Items

**4 Emergency Planning response to COVID 19** 1 - 52

The report provides the Audit & Standards Advisory Committee with a summary of the work that has been undertaken since Emergency Planning and GOLD arrangements were stood up in the Council, as a result of the pandemic coronavirus COVID 19. The report also outlines the resource implications of the actions that have been taken by the Council.

**Ward Affected:**  
All Wards

**Contact Officer:** Carolyn Downs, Chief Executive  
Email: [chief.executive@brent.gov.uk](mailto:chief.executive@brent.gov.uk)  
Tel: 020 8937 1007

**5 Annual Governance Statement** 53 - 70

This report presents the draft Annual Governance Statement (AGS) for 2019/20, as required by the Accounts and Audit Regulations 2015. The AGS is being presented to the Audit & Standards Advisory Committee for consideration, prior to formal approval by the Audit and Standards

Committee.

**Ward Affected:**  
All Wards

**Contact Officer:** Michael Bradley  
Head of Audit and Investigations  
Email: [michael.bradley@brent.gov.uk](mailto:michael.bradley@brent.gov.uk)  
Tel: 020 8937 6526

**6 Forward Plan 2020/21**

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To consider and agree the Committee's Forward Plan for 2020/21, which will continue to be reviewed and updated at each meeting.

**7 Any other urgent business**

Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or his representative before the meeting in accordance with Standing Order 60.

**Date of the next meeting: Tuesday 26 May 2020**