

Audit and Standards Advisory Committee

Tuesday 26 May 2020 at 6.00 pm

This will be held as an online virtual meeting

Details on how to access the link in order to attend and view the meeting will be made available online [HERE](#)

Membership:

Members

David Ewart (Chair)

Substitute Members

Councillors:

A.Choudry
Donnelly-Jackson
Hassan
Long
Naheerathan
Nerva
Kansagra

Councillors:

S Choudhary, Colacicco, Kabir, Lo and Perrin

Councillors:

Colwill and Maurice

Independent 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

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

The press and public are welcome to attend this as an online virtual meeting. The link to attend and view the meeting will be made 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 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.	
4 Minutes of the previous meeting	
To approve the minutes of the following meetings as a correct record:	
(a) Wednesday 11 March 2020	1 - 6
(b) Tuesday 5 May 2020	To Follow
5 Matters arising (if any)	
To consider any matters arising from the minutes of the previous meeting.	

Standards Items

- | | |
|----------------------------------------------------------------------------------------|---------------|
| 6 Annual Standards Report (including quarterly update on gifts and hospitality) | 7 - 32 |
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This is the Monitoring Officer's Annual Report to the Audit and Standards Advisory Committee for 2019. It provides an update on Member conduct issues, work of the Audit and Standards Advisory Committee, the Audit and Standards Committee and the Monitoring Officer during 2018 as well as the quarterly update on Gifts and Hospitality.

Ward Affected:
All Wards

Contact Officer: Debra Norman, Director of
Legal, HR, Audit & Investigations

Audit Items

7 Draft Statement of Accounts 2019/2020 33 - 36

This report presents the Council's draft 2019/20 Statement of Accounts to members of the Audit & Standards Committee for noting prior to submission to external audit.

Please note Appendix 1 containing the Draft Statement of Accounts will be circulated as a supplementary "To Follow" paper.

Ward Affected:
All Wards

Contact Officer: Minesh Patel, Director of Finance
Email: minesh.patel@brent.gov.uk
Tel: 020 8937 4043

8 To review performance of i4B Holdings Ltd 37 - 50

This report provides the Committee with an update on i4B Holdings Ltd's (i4B) recent performance, audit arrangements, and risk register.

Ward Affected:
All Wards

Contact Officer: Sadie East, Head of Transformation
Email: Sadie.East@brent.gov.uk
Tel: 020 8937 1507

9 To review performance of First Wave Housing Ltd 51 - 62

This report provides the Committee with an update on First Wave Housing Limited's (FWH) business plan, recent performance, risk register, and audit arrangements.

Ward Affected:
All Wards

Contact Officer: Sadie East, Head of Transformation
Email: Sadie.East@brent.gov.uk
Tel: 020 8937 1507

10 Internal Audit Progress Report 63 - 72

This report provides the Committee with an update on progress against the Internal Audit Plan.

Ward Affected:
All Wards

Contact Officer: Michael Bradley, Head of Audit & Investigations

11 Counter Fraud Progress Report 73 - 78

This report provides the Committee with an update with the counter fraud activity for this year.

Ward Affected: All Wards
Contact Officer: Michael Bradley, Head of Audit & Investigations
Email: Michael.bradley@brent.gov.uk
Tel: 020 8937 6526

12 External Audit Plan Update - Audit scope & additional work 2019/20 79 - 86

This document provides an update to the planned scope and timing of the statutory audit of the London Borough of Brent ('the Authority') and London Borough of Brent Pension Fund ('the Fund') as reported in our Audit Plan dated February 2020, for those charged with governance.

Ward Affected: All Wards
Contact Officer: Sophia Brown, Senior Audit Manager, Grant Thornton
Email: Sophia.y.brown@uk.gt.com
Tel: 020 7728 3179

13 External Audit Progress Report and Sector Update

To receive a verbal update from Grant Thornton on progress in delivering their responsibilities as the Council's external auditors along with a summary of any emerging national issues and developments that may be relevant to Brent as a local authority.

Ward Affected: All Wards
Contact Officer: Sophia Brown, Senior Audit Manager, Grant Thornton
Email: Sophia.y.brown@uk.gt.com
Tel: 020 7728 3179

14 Review of the use of the Regulation of Investigatory Powers Act (RIPA) Powers 87 - 92

The report updates the Committee on the Council's use and conduct of covert surveillance techniques when investigating serious criminal offences relying on the powers made available to local authorities in Part II of the Regulation of Investigatory Powers Act 2000 (RIPA).

Ward Affected:
Contact Officer: Bianca Robinson, Senior

All Wards

Constitutional Lawyer
Email: Biancia.robinson@brent.gov.uk
Tel: 020 8937 1544

15 Audit & Standards Advisory Committee - Forward Plan 2020/21

93 - 94

To consider and note the Committee's Forward Plan.

16 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: Wednesday 29 July 2020



Please remember to **SWITCH OFF** your mobile phone during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public.