

Audit and Standards Advisory Committee

Wednesday 31 March 2021 at 4.00 pm

This will be undertaken as an online virtual meeting.

The press and public are welcome to attend this online virtual meeting. The link to attend and view the meeting will be made available [here](#).

Membership:

Members

David Ewart (Chair)

Substitute Members

Councillors:

Lo (Vice-Chair)
Donnelly-Jackson
Long
Naheerathan
Kansagra
Akram
Johnson

Councillors:

Afzal, S Choudhary, Colacicco, Gbajumo, Kabir and
W Mitchell Murray

Councillors:

Colwill and Maurice

Independent Members

Margaret Bruce

Independent Advisor

Vineeta Manchanda

For further information contact: Craig Player, Governance Officer
Tel: 020 8937 2082; Email: craig.player@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

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.

4 Minutes of the previous meeting 1 - 8

To approve the minutes of the previous meeting held on 08 December 2019 as a correct record.

5 Matters arising (if any)

To consider any matters arising from the minutes of the previous meeting.

Standards Items

6 Standards Report (including gifts and hospitality) 9 - 16

To receive an update on gifts and hospitality registered by members, and the attendance record for members in relation to mandatory training sessions.

Ward Affected:
All Wards

Contact Officers: Debra Norman
Director of Legal, HR, Audit & Investigations
Tel: 020 8937 1578
Email: Debra.Norman@brent.gov.uk

Biancia Robinson
Senior Constitutional & Governance Lawyer
Tel: 020 8937 1544

Email: Bianca.Robinson@brent.gov.uk

7 Review of the Member Development Programme and Members' Expenses 17 - 52

To receive a summary of the Member Learning Development Programme since January 2020 and information regarding the Members' Expenses Scheme. It also provides an overview of upcoming member learning and development sessions.

Ward Affected:
All Wards

Contact Officers: Katie Smith
Head of Executive and Member Services
Tel: 020 8937 1399
Email: Katie.Smith@brent.gov.uk

Audit Items

8 Internal Audit Annual Plan 2021/22 53 - 64

To receive the draft Internal Plan for 2021/22 and the basis on which the plan had been prepared.

Ward Affected:
All Wards

Contact Officers: Michael Bradley
Head of Audit and Investigations
Tel: 07920 581620
Email: Michael.Bradley@brent.gov.uk

9 Departmental Risk Management 65 - 68

To receive a summary of the management of risk at departmental level across the Council.

Ward Affected:
All Wards

Contact Officers: Michael Bradley
Head of Audit and Investigations
Tel: 07920 581620
Email: Michael.Bradley@brent.gov.uk

10 External Audit Plan 2020/21 69 - 96

To receive an overview of the planned scope and timing of the statutory external audit 2020/21 for those charged with governance.

Ward Affected:
All Wards

Contact Officers: Sophia Brown
Senior Audit Manager, Grant Thornton
Tel: 020 7728 3179
Email: Sophia.y.brown@uk.gt.com

11 External Audit Progress Report and Sector Update

97 – 116

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

Ward Affected:

All Wards

Contact Officers: Sophia Brown

Senior Audit Manager, Grant Thornton

Tel: 020 7728 3179

Email: Sophia.y.brown@uk.gt.com

12 Value for Money Presentation on the New Code

117 - 124

To receive a presentation from Grant Thornton on the new Value for Money arrangements in the new Code of Audit Practice.

Ward Affected:

All Wards

Contact Officers: Sophia Brown

Senior Audit Manager, Grant Thornton

Tel: 020 7728 3179

Email: Sophia.y.brown@uk.gt.com

13 Forward Plan

125 - 126

To consider and note the Committee's Forward Plan. .

14 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 11 May 2021