

Audit and Standards Advisory Committee

Monday 1 August 2022 at 6.00 pm

Conference Hall - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

Please note that this meeting will be held as an in person physical meeting with all Committee members required to attend in person.

The meeting will be open for the press and public to attend or alternatively can be followed via the live webcast. The link to follow proceedings via the live webcast is available [HERE](#)

Membership:

Members

David Ewart (Chair)

Councillors:

Chan (Vice-Chair)
Long
Kabir
Smith
S Butt
Choudry
Patel

Substitute Members

Councillors:

Afzal, Agha, Begum, Gbajumo, Molloy and Shah

Councillors:

Kansagra and Mistry

Independent Members

Javed Ansari

Independent Advisor

Vineeta Manchanda

For further information contact: Andrew Phillips, Governance Officer
Tel: 020 8937 4219; Email: Andrew.Phillips@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 and action log 1 - 18

To approve the minutes of the previous meeting held on 7 June 2022, and to note the actions arising from the meeting.

5 Matters arising (if any)

As requested at the June meeting, a short presentation has been arranged for the Committee to receive a demonstration of the Financial Inclusion dashboard.

Standards Items

6 Standards Report (including gifts & hospitality) 19 - 34

The purpose of this report is to update the Audit and Standards Advisory Committee on gifts and hospitality registered by Members, and the attendance record for Members in relation to mandatory training sessions.

The report also updates the Committee in respect of the Committee on Standards in Public Life's (CSPL) recommendations, LBB's response to those recommendations and the Governments response to the Committee on Standards in Public Life review.

Audit Items

7 External Audit Progress Update

To receive and consider a verbal update from Grant Thornton as the Council's external auditors.

8 Emergency Preparedness Update

35 - 40

At the January 2018 Audit Advisory committee, it was resolved that an Emergency Preparedness item be added to the forward plan to be discussed annually going forward. This report briefly outlines the progress made since the 2021 report, details the type and number of incidents in Brent and provides some information around initiatives and programmes of work under way to enhance our resilience and response arrangements.

9 Internal Audit 2021-22 Annual Report - Addendum Report

41 - 56

This report is an addendum to the 2021-22 Annual Internal Audit report, which was as presented to the Audit and Standards Advisory Committee on 7th June 2022. The report provides an update in relation to the audit work that has subsequently been completed in accordance with the 2021-22 Internal Audit Plan.

The report also sets out the arrangements for the Internal Audit function undergoing an External Quality Assessment (EQA) in Q3 2022-23.

10 Draft Statement of Accounts 2021/22

57 - 230

This report presents the Council's draft 2021/22 Statement of Accounts to members of the Audit & Standards Committee.

11 Review of the Committee's Forward Plan

231 - 232

To review and note the Committee's Forward Plan

12 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 her representative before the meeting in accordance with Standing Order 60.

Date of the next meeting: Tuesday 20 September 2022



- Please remember to **SWITCH OFF** your mobile phone during the meeting.
- The meeting room is accessible by lift and limited seats will be available for members of the public. Alternatively it will be possible to follow proceedings [here](#)