

Audit and Standards Advisory Committee

Tuesday 6 June 2023 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)
S Butt
Choudry
Kabir
Long
J.Patel
Smith

Substitute Members

Councillors:

Afzal, Agha, Begum, Gbajumo, Molloy and Shah

Councillors:

Kansagra and Mistry

Independent Co-Opted Members

Rachael Tiffen

Independent Advisor

Vineeta Manchanda

For further information contact: Natalie Connor, Governance Officer
Tel: 020 8937 1506; Email: Natalie.Connor@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 - 20
To approve the minutes of the previous meeting held on Tuesday 21 March 2023 as a correct record and note the action log arising from previous meetings.	
5 Matters arising (if any)	
To consider any matters arising from the minutes of the previous meeting.	
6 Chair's Annual Report	21 - 26
This report summarises the work of both the Audit & Standards Advisory Committee and the Audit & Standards Committee for the municipal year 2022-23 and seeks to meet the requirements and principles as set out within CIPFA's Position Statement regarding Audit Committees ('Practical Guidance for Local Authorities and Police).	
7 Annual Governance Statement 2022-23	27 - 52
This report sets out the draft Annual Governance Statement (AGS) for 2022/23 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	

Standards Items

- 8 Standards Report (including Gifts & Hospitality) 53 - 58**

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.

Finance Items

- 9 Statement of Accounts 2022-23 Update 59 - 62**

To receive an update on the Council's Draft Annual Statement of Accounts 2022-23.

(Agenda re-published on 1 June 2023 to include the accompanying report)

- 10 Enquiries of Management 63 - 122**

To receive a report from the Corporate Director of Finance and Resources to review the responses provided by management to their Enquiries of Management by the council and the pension fund. This is in order to meet the expectations of the Financial Reporting Council (FRC).

(Agenda re-published on 1 June 2023 to include the accompanying report and appendices)

Audit Items

- 11 Internal Audit Annual Report 22-23 123 - 162**

This report outlines the work undertaken by Internal Audit in respect of delivery of the 2022-23 Internal Audit Plan and also includes the Head of Internal Audit's annual opinion on the Council's system of internal control.

- 12 Counter Fraud Annual Report 22-23 163 - 172**

This report sets out a summary of the counter fraud activity undertaken in 2022-23.

- 13 External Audit Progress Report and Sector Update Verbal Update**

To receive a verbal update on progress in delivering Grant Thornton's 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.

14 Forward Plan & Committee Work Programme

173 - 174

To review and note the Committee's work programme for 2023-24.

15 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 18 July 2023



- 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. Alternatively it will be possible to follow proceedings [here](#)