

# Audit and Standards Advisory Committee

**Wednesday 4 December 2024 at 6.00 pm**  
Conference Hall - Brent Civic Centre, Engineers Way,  
Wembley, HA9 0FJ

Please note this will be held as a physical meeting which all Committee members will be 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)

### Substitute Members

### Councillors:

Chan (Vice-Chair)  
Choudry  
Kabir  
Long  
Molloy  
J.Patel  
L.Smith

### Councillors:

Agha, S Butt, Chohan, Conneely, Ketan Sheth and T.Smith

### Councillors:

Kansagra and Maurice

### Independent Co-opted Members

Rhys Jarvis and Stephen Ross

**For further information contact:** Harry Ellis, Governance Officer Tel: 020 8937 3287; Email: [harry.ellis@brent.gov.uk](mailto:harry.ellis@brent.gov.uk)

For electronic copies of minutes and agendas please visit:  
[Council meetings and decision making | Brent Council](#)

## **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
<b>1 Apologies for absence and clarification of alternate members</b>	
<b>2 Declarations of Interest</b>	
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.	
<b>3 Deputations (if any)</b>	
To receive any deputations requested by members of the public in accordance with Standing Order 67.	
<b>4 Minutes of the previous meeting &amp; Action Log</b>	
4.1 To approve the minutes of the meeting held on Wednesday 25 September 2024 as a correct record.	1 - 16
4.2 To approve the minutes of the meeting held on Thursday 31 October 2024 as a correct record.	17 - 30
4.3 To note the updated log of actions arising from previous meetings of the Committee.	31 - 36
<b>5 Matters arising (if any)</b>	
To consider any matters arising from the minutes of the previous meeting(s).	
<b>Standards Items</b>	
<b>6 Standards Report (including Q2 update on gifts &amp; hospitality)</b>	37 - 42
The purpose of this report is to update the Audit and Standards Advisory Committee on (a) gifts and hospitality registered by Members and (b) member training.	

## Finance Items

**7 Treasury Management Strategy Report 2025-26** 43 - 68

This report presents the draft Treasury Management Strategy for 2025/26 for consideration by the Committee. The final version of the TMS incorporating the views of this Committee will be included in the annual Budget Setting Report to be presented to Cabinet and Full Council in February 2025.

**8 Treasury Management Mid-Year Report 2024-25** 69 - 102

This report updates Members on Treasury activity for the first half of the financial year 2024/25 (Q 1 & 2) in accordance with the Local Government Act 2003 and the Local Authorities (Capital Financing and Accounting) Regulations 2003 which require that regular reports are submitted to the relevant Council Committee detailing the Council's treasury management activities.

**Audit Items**

**9 Internal Audit Interim Report - 2024-25** 103 - 146

This report outlines the work undertaken by Internal Audit as at end of October 2024.

**10 Interim Counter Fraud Report 2024-25** 147 - 156

This report presents the Council's Interim Counter Fraud Report for the financial year 2024-25.

**11 London Borough of Brent Auditor's Annual Report 2023-24** 157 - 194

To receive the External Auditor Annual Report for the year ended 31 March 24.

**12 Audit & Standards Advisory Committee Forward Plan and Work Programme 2024 - 25** 195 - 196

To consider the Audit & Standards Advisory Committee future work programme 2024 – 25.

**13 Exclusion of the Press and Public**

No items have been identified in advance of the meeting that will require the exclusion of the press and public.

## 14 Any other urgent business

Notice of items to be raised under this heading must be given in writing to the Deputy Director Democratic Services or their representative before the meeting in accordance with Standing Order 60.

**Date of the next meeting:            Tuesday 4 February 2025**



- 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 via the live webcast [HERE](#)