

Audit and Standards Advisory Committee

Tuesday 24 March 2026 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 (Independent Chair)

Substitute Members

Councillors:

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

Councillors:

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

Councillors:

Kansagra and Maurice

Councillors:

Ethapemi and Farah

Independent Co-opted Members

Sebastian Evans, Rhys Jarvis and Stephen Ross

For further information contact: Harry Ellis, Governance Officer
Tel: 020 8937 3287; Email: 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
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 Minutes of the previous meeting & Action Log	
3.1 To approve the minutes of the previous meeting held on Tuesday 3 February 2026 as a correct record.	1 - 22
(Agenda pack republished on the 23 rd of March 2026 to include this item)	
3.2 To note the updated Action Log from previous meetings of the Audit & Standards Advisory Committee.	23 - 26
4 Matters arising (if any)	
To consider any matters arising from the minutes of the previous meeting.	
5 Deputations (if any)	
To hear any deputations received from members of the public in accordance with Standing Order 67.	
Governance Items	
6 To review performance & management of i4B Holdings Ltd and First Wave Housing Ltd	27 - 36

This report provides an update and assurance on the governance and oversight arrangements the Council has in place as Shareholder of i4B Holdings Ltd (i4B) and Guarantor of First Wave Housing (FWH). It outlines the mechanisms through which the Council monitors performance, risk and compliance, and highlights key governance developments from the most recent Shareholder/ Guarantor meetings held in February 2026.

7 Procurement Strategy Progress Review 37 - 52

This report provide an update on progress with development of the Procurement Strategy and review.

8 Review of the use of RIPA Powers 53 - 58

This report details the Council's use and conduct of surveillance techniques in accordance with the Regulation of Investigatory Powers Act (RIPA) 2000 in compliance with the annual review obligations set out in Brent Council's RIPA policy and procedures.

Standards Items

9 Annual Review of the Member Learning & Development Programme (MLD) and Members' Expenses (incorporating Review of the Financial and Procedural Rules governing the Mayor's Charity Appeal) 59 - 86

This report provides a summary of the Member Learning and Development Programme since the last report to the Committee in March 2025 along with details on Members Expenses and a review of the financial and procedural rules governing the Mayor's Charity Appeal.

10 Annual Standards and Governance Report for 2025 (including quarterly update on gifts and hospitality) 87 - 100

This presents the Monitoring Officer's Annual Report to the Audit and Standards Advisory Committee (ASAC) for 2025. The report provides an update on Member conduct issues and the work of the Audit and Standards Advisory Committee, the Audit and Standards Committee (ASC) and the Monitoring Officer during 2025 together with the quarterly report on gifts and hospitality registered by Members.

Audit Items

11 Internal Audit Plan 2026-27 and Internal Audit Strategy 2024-27 Year 2 Review 101 - 140

This report presents the proposed Internal Audit Plan for 2026-27. The report also includes an assessment of the progress made at the end of Year 2 towards achieving the objectives outlined in the Internal Audit Strategy 2024-27, which was approved by Audit and Standards Advisory Committee in March 2024.

12 External Audit Update Report 141 - 162

To receive a report from Grant Thornton (as the Council's External Auditor) providing an update on external audit activity and relevant sector updates.

13 Audit Findings (ISA 260) Report for the London Borough of Brent 2024-25 163 - 264

To receive, for information and reference, the final Audit Findings Report for 2024-25.

14 Audit & Standards Advisory Committee Draft Work Programme 2026-27 & Dates of Future Meetings 265 - 266

14.1 To consider the Committee's provisional work programme for the 2026 -27 Municipal Year and dates identified (as set out below) for future meetings:

- Monday 15 June 2026 (including Member Learning & Development session)
- Monday 27 July 2026
- Wednesday 23 September 2026
- Monday 30 November 2026
- Tuesday 2 February 2027
- Wednesday 24 March 2027

Please note all of the above meetings are scheduled to commence at 6pm and will be held in person at Brent Civic Centre.

15 Evaluating the Effectiveness of the Audit & Standards Advisory Committee 2025-26

To receive a verbal update from the Chair regarding the approach in seeking member's views on the effectiveness of the Committee during the current 2025-26 municipal year for inclusion in the Chairs' Annual Report.

16 Any other urgent business

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

Date of the next meeting: Date Not Specified



- 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](#)

