Brent

MINUTES OF THE AUDIT AND STANDARDS COMMITTEE
Held in the Conference Hall, Brent Civic Centre on Wednesday 3 December 2025 on the rising of the Audit & Standards Advisory Committee

PRESENT: Councillor Chan (Chair) and Councillors Choudry, Long, Molloy, J. Patel and L. Smith

Also Present: Councillor Muhammed Butt (Leader of the Council), David Ewart (Independent Chair of the Audit & Standards Advisory Committee), Sebastian Evans, Rhys Jarvis and Stephen Ross (Independent co-opted member Audit & Standards Advisory Committee).

1. **Apologies of Absence and clarification of alternative members**

   Apologies for absence were received from Councillor Kabir.

   Members were advised that Councillor Muhammed Butt (Leader of the Council) was also attending in place of Councillor Mili Patel (as Deputy Leader & Cabinet Member for Finance and Resources).

2. **Declarations of interest**

   There were no declarations of interests made at the meeting.

3. **Deputations (if any)**

   There were no deputations received at the meeting.

4. **Minutes from the previous meeting**

   RESOLVED to approve the minutes of the previous Committee held on Monday 16 June 2025 as a correct record.

5. **Statement of Accounts 2024-25**

   The Committee received a report from the Corporate Director of Finance & Resources providing an update on progress in finalising the Council's and Pension Fund Statement of Accounts for 2024-25.

   Following consideration of the update provided at the preceding meeting of the Audit & Standards Advisory Committee, the Committee were reminded that given the ongoing work to complete the audit process the Audit & Standards Advisory Committee had recommended that approval of the Letter of Representation be delegated to the Corporate Director of Finance & Resources with the Chair of the Audit and Standards Committee authorised to sign the final Statement of Accounts for 2024-25, subject to written assurances being provided that all outstanding matters and adjustments contained in the audit findings report had been made and with any material adjustments required as a result of the final audit findings report to be reported back to the Audit and Standards Advisory Committee and Audit and Standards Committee.

On the basis of the recommendations made at the preceding Audit & Standards Advisory Committee, it was therefore **RESOLVED** that the Audit and Standards Committee, having once again thanked Sophia Brown and the audit team at Grant Thornton along with the Council's Finance Team for their efforts to progress completion of the audit:

(1) That approval of the draft letters of representation to Grant Thornton for the Council and Pension Fund be delegated to the Corporate Director of Finance & Resources, as set out in Appendices A & B of the report, which members noted followed the standard template, subject to any significant changes or adjustments required as a result of the final audit findings report being issued to be reported back to members of the Audit and Standards Advisory Committee .

(2) That approval to sign off the final statement of accounts for 2024-25 be delegated to the Chair of the Audit & Standards Committee, subject to written assurance being provided that all outstanding matters and adjustments contained in the Audit Findings report had been made, with any material adjustments required as a result of the final Audit Findings report being issued to be reported back to the Audit and Standards Committee and also notified to all members of the Audit & Standards Advisory Committee.

(3) That the audit fees for 2024-25 be approved, as detailed in section 3.2.9 of the report subject to members of the Audit & Standards and Advisory Committee being notified of any material adjustment or change.

The meeting closed at 8.25 pm

COUNCILLOR JUMBO CHAN
Chair