

London Borough of Brent
Audit & Standards Advisory Committee – Action Log September 2023

Meeting Date	Agenda No.	Item	Actions	Lead Officer and Timescale	Progress
18 July 2023	6	Statement of Accounts 2022/23	Any further Committee questions that required a detailed response should be sent to the Deputy Director of Finance and would be brought back to the next Committee to feedback in full.	Ravinder Jassar 26 September 2023	In progress. Feedback to be provided at the next Committee meeting on 26 September 2023.
	7	Treasury Management Outturn Report	Amanda Healy, Head of Finance to circulate to Members the Council's estimated interest costs for 23/24.	Amanda Healy 26 September 2023	Completed The information requested was circulated to the Committee.
	9	Forward Plan & Agenda for the next meeting	Dependant on the completion of Grant Thornton's Audit, an additional diary date would need to be agreed with the Committee in the event that an additional meeting is needed in October 23 to enable the Audit & Standards Advisory Committee to delegate authority to the Chair of the Audit & Standards Committee to approve the Statement of Accounts.	Committee As soon as possible.	Completed The Committee confirmed a mutually agreeable date in October, if required. To be removed from the next action log.
6 June 2023	11	Internal Audit Annual Report 2022-23	Darren Armstrong & Minesh Patel to liaise with IT Shared Service in order to assess the potential requirements to undertake a further review of any risks posed to cyber security as a result of the recent advancements in Artificial Intelligence	Darren Armstrong/Minesh Patel.	Completed Update received from Fabio Negro, Managing Director,

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				26 September 2023	<p>Shared Technology Services confirmed that AI use externally did not propose any additional threats to the cyber security of the council.</p> <p>There was an AI pilot underway to understand the risks associated with AI and the governance framework that Shared Services Technology can implement in order to mitigate those risks.</p> <p>The pilot involved organisations such as London Office of Technology, Centre of Data Ethics and Innovation and Alan Turing Institute who were leading the way for use of AI within local government context.</p>
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					Any threats would be reflected in the Strategic Risk Register. To be removed from the next action log.
	12	Annual Counter Fraud Report 2022-23	Darren Armstrong, Head of Audit to liaise with the Parking team in order to feedback members views regarding the need to lobby for changes in relation to practical operation of the Blue Badge scheme given concerns raised in relation to the misuse of the badges and fraud. This to include the potential inclusion of the borough as part of any virtual blue badge schemes being piloted.	Darren Armstrong 18 July 2023	Completed The Committee was updated that the Audit team had provided feedback to Parking Services with several recommended actions. To be removed from the next action Log.
21 Mar 2023	4	Minutes of the previous meeting and Action Log	The Committee were advised that following a previous Committee request for an update on the Financial Inclusion Dashboard Councillor Chan (Vice Chair) and Councillor Choudry would be meeting with the Deputy Leader to discuss the development of the Financial Inclusion Dashboard and would provide an update to the Committee in June 2023.	Councillor Chan/Councillor Choudry by June 2023	Completed Councillor Chan advised the Committee that both he and Councillor M Patel and Councillor Choudry had met with officers to discuss the Financial

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					<p>Inclusion Dashboard. Issues identified with accessibility via an ipad were being resolved, and a Members briefing was due to take place at the end of July 2023.</p> <p>To be removed from the next action log.</p>
	11	LB Brent Audit Findings Reports 2021/22	Grant Thornton to ensure that any amendments or changes recommended in the Audit Findings report (from previous versions provided) should be clearly detailed e.g. colour coded.	Ciaran Mclaughlin/Sheena Phillips	Ongoing
	16	External Audit Progress Report and Sector Update	Grant Thornton to provide an audit scope plan and timetable for the 22-23 Statement of Accounts and Pension Fund audit as soon as possible.	Ciaran Mclaughlin/Sheen Phillips	<p>In progress</p> <p>A further update would be provided at the next Committee meeting on 26 September 2023.</p>
		Review the Committee's Forward Plan	Future planning to consider the management of agenda items to allow Members to focus on providing an appropriate level of challenge on the substantive items (Minesh Patel, Darren Armstrong, Debra Norman, Chair & Vice-Chair)	Minesh Patel/Debra Norman/Darren Armstrong/David Ewart (Chair) and Councillor Chan (Vice Chair)	In progress

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7 Feb 2023	11	Auditor's Annual Report on the London Borough of Brent	The Committee accepted the External Auditor's recommendation to ensure timely implementation of the CIPFA Financial Management code requirements and would receive regular updates.	Minesh Patel	Ongoing
	12	Strategic Risk Register Update	<p>Further details to be sought from the Managing Director of Shared Services on the guidance available regarding cyber security.</p> <p>The Committee requested that an additional visual chart to show the comparative trends in strategic risks over time is provided in the next Strategic Risk Register to support the Committee in understanding the risks over a longer time period.</p>	<p>Minesh Patel/Fabio Negro</p> <p>Darren Armstrong</p>	<p>In progress</p> <p>An updated Strategic Risk Register that addresses the agreed actions will be brought to the next Committee meeting on 26 September 2023.</p>
7 Dec 2022	8.1	i4B Holdings Performance Update	To maintain review of i4B Risk Register in relation to impact of wider economic context on viability of company acquisition strategy.	The Audit & Standards Advisory Committee	Ongoing
29 Sep 2022	5.	Matters Arising	As more data sets became available there would be an Outcome Based Review which would be a Council wide programme. It was suggested that an update was provided on this at a future meeting.	Sadie East/Peter Gadsdon	Ongoing