

	<p align="center">Audit and Standards Advisory Committee 6 December 2023</p>
	<p align="center">Report from the Corporate Director of Governance</p>
	<p align="center">Lead Cabinet Member N/A</p>
<p>Standards Report (including quarter two update on gifts and hospitality)</p>	

Wards Affected:	All
Key or Non-Key Decision:	Not applicable
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	One: Appendix A: Gifts & Hospitality Register (Qtr. 3)
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Debra Norman, Corporate Director Governance Debra.Norman@brent.gov.uk 0208 937 1578 Biancia Robinson, Senior Constitutional & Governance Lawyer Biancia.Robinson@brent.gov.uk 0208 937 1544

1.0 Purpose of the Report/Executive Summary

1.1 The purpose of this report is to update the Audit and Standards Advisory Committee on gifts and hospitality registered by Members and member training.

2.0 Recommendations

2.1 That the Committee note the contents of the report.

3.0 Detail

Gifts & Hospitality

- 3.1 Members are required to register gifts and hospitality received in an official capacity worth an estimated value of at least £50. This includes a series of gifts and hospitality from the same person that add up to an estimated value of at least £50 in a municipal year.
- 3.2 Gifts and hospitality received by Members are published on the Council's website and open to inspection at the Brent Civic Centre.
- 3.3 For the third quarter of 2023/24 there have been eleven gifts and hospitality recorded as being received, these are set out in further detail in Appendix A, together with the details of the receiving Councillor.
- 3.4 The Committee will recall that hospitality accepted by the Mayor in their civic role are recorded separately and published on the Council's website.

Member Training Attendance

- 3.5 At this Committee's request reports updating it on the attendance records for Member's in relation to mandatory training sessions has become a standard reporting item.
- 3.6 All members have now completed their core mandatory (refresher) training with the exception of Data Protection & Information Security. A re-run of this virtual session took place on the 05.10.23 with only the following Councillors yet to complete their training:
 - 1) Cllr Narinder Bajwa,
 - 2) Cllr Mary Mitchel, and
 - 3) Cllr Mili Patel.

Both Cllr Mary Mitchel and Cllr Mili Patel are currently on maternity leave and officers have agreed to re-run a virtual session when they return. Officers can advise that Cllr Bajwa was invited to the training and sent a number of reminders through various means, but Officers were informed after the training took place that Cllr Bajwa was out of the country.

- 3.7 The Committee will know that:
 - a) It is a requirement of the Members' Code of Conduct that all members' "*must attend mandatory training sessions on this Code or Members' standards in general, and in accordance with the Planning Code of Practice and Licensing Code of Practice*".
 - b) The schedule for all mandatory sessions is ordinarily published and approved in the Council calendar at the May Annual Council meeting.
 - c) All internal training sessions attended by Members are published on the Council's Website and on individual Member profile pages.
 - d) For face-to-face training sessions, reminders are sent via email, calendar invitations, and text messages and, on some occasions, direct telephone calls to Members. The same reminder process is employed for re-run(s) of sessions,

where applicable, to take account of personal circumstances like work commitments and childcare arrangements etc.

- e) During 2023 the Committee will receive regular updates on Members who have not completed the mandatory training sessions.

4.0 Financial Considerations

- 4.1 There are no financial implications arising out of this report.

5.0 Legal Considerations

- 5.1 Pursuant to the Localism Act 2011, the Council has to have arrangements in place to deal with any allegations of failure to comply with the code of conduct and must appoint an Independent Person whose views are sought and taken into account by the council before it makes its decision on an allegation that it has decided to investigate.
- 5.2 The Council, individual Members and co-opted Members are required to promote and maintain high standards of conduct in accordance with s27 of the Localism Act 2011. The attendance at mandatory training sessions is a means to achieve this and a requirement pursuant to the Brent Members' Code of Conduct as set out in Part 5, of the council's Constitution.

6.0 Additional Considerations

- 6.1 There are no
 - a) Equality, Diversity & Inclusion (EDI) considerations
 - b) Stakeholder and ward member consultation and engagement
 - c) Climate Change and Environmental considerations
 - d) Human Resources/Property considerations (if appropriate)
 - e) Communication considerations
 - f) Considerations applicable to the contribution to the Borough Plan Priorities & Strategic Context

arising out of this report

Report sign off:

Debra Norman
Corporate Director, Governance