



MINUTES OF THE AUDIT AND STANDARDS COMMITTEE

Held in Conference Hall, Brent Civic Centre on Tuesday 25 March 2025 on the rising of the Audit & Standards Advisory Committee

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

Also Present: Councillor Mili Patel (Deputy Leader and Cabinet Member for Finance, Resources and Reform), David Ewart (Independent Chair of the Audit & Standards Advisory Committee), Rhys Jarvis, Stephen Ross and Sebastian Evans (Independent co-opted member Audit & Standards Advisory Committee).

1. **Apologies for absence and clarification of alternate members**

There were no apologies for absence submitted at the meeting.

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 of previous meeting**

RESOLVED to approve the minutes of the previous Committee held on Monday 24 February 2025 as a correct record.

The Chair took the opportunity to formally thank the External Audit and Finance Team for their work in progressing completion of the audit and Statement of Accounts 2023-24.

5. **Annual Review of the Member Learning & Development (MLD) Programme and Members Expenses including the financial and procedural rules governing the Mayors Charity Appeal.**

The Committee received a report from the Corporate Director of Finance & Resources seeking approval to the changes considered at the preceding meeting of the Audit & Standards Advisory Committee to the financial and procedural rules governing the Mayor's Charity Appeal arising as part of the annual review process.

On the basis of the annual review undertaken at the preceding meeting of the Audit & Standards Advisory Committee, it was **RESOLVED**:

- (1) To note the outcome of the annual review of the financial and procedural rules governing the Mayor's Charity Appeal (as detailed within Appendix 4 of the report).

- (2) To approve the following proposed changes and additions to the financial and procedural rules governing the Mayor's Charity Appeal arising from the review, as recommended by the Audit & Standards Advisory Committee and set out in section 10.4 of the report:
- (a) That the Mayor, or immediate Members of their family, must not be a Trustee or Chair (or an equivalent position) at a charity the Mayor is fundraising for.
 - (b) If a donor decides to donate to the Mayor's charity directly, proof of donation must be shared with the Mayor's Office. This could be a screenshot of a donation made, a receipt from the charity, or some other equivalent proof of donation – subject to confirmation of final wording being delegated to the Corporate Director Finance & Resources in order to incorporate clarification (as recommended by Audit & Standards Advisory Committee) covering when a donor would like their donation to be counted towards the Mayors total fundraising for the year and formal proof of donation required.

The meeting closed at 8.23pm

COUNCILLOR JUMBO CHAN
Chair