

London Borough of Brent  
Audit & Standards Advisory Committee – Action Log February 2026

Meeting Date	Agenda No.	Item	Actions	Lead Officer and Timescale	Progress
3 Feb 26	6.	Member Complaints & Code of Conduct	Details provided on complaints received during the corresponding year as appendix to report to include whether submitted by members of public or other councillor for future reports	Marsha Henry/Bianca Robinson	In progress
3 Feb 26	7.	Update on the Response to Housing regulator findings and Brent graded at C3	(1) Future updates to include an outline of the dashboard being used to monitor progress in delivery of the compliance framework, workstreams and associated KPIs including relevant timescales and details on the structure of resources to support the work being undertaken.  (2) Further progress update to be provided at appropriate stage identified (within the next 6 months)	Thomas Cattermole/ Spencer Randolph  Thomas Cattermole/ Spencer Randolph	In Progress
3 Feb 26	10.	External Audit Progress Update	Members of the Committee to be informed when final sign-off of the Council's 2024-25 Statement of Accounts has been completed.	Ravinda Jassar/ Minesh Patel	Completed
3 Dec 25	8.	Treasury Management Mid-Year Report 2025-26	Officers to review and report back on any changes proposed under the Capital Receipts Regulations to enable more flexible use of receipts and the potential impact including any and whether this included any proposal to allow the contribution of up to 10% of receipts towards revenue	Amanda Healy/Oliver Simms	In Progress
3 Dec 25	8.	Treasury Management Strategy 2026-27	The Treasury Management Strategy 2026-27 to be circulated to all members of the Audit and Standards Advisory Committee once finalised	Amanda Healy/Oliver Simms	In Progress



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25 Sep 25	10	London Borough of Brent Interim Auditor's Annual Report 2025	Existing formula for calculating recommended reserve levels be circulated to committee members.	Minesh Patel	In progress
23 Jul 25	6	Procurement Review Update	<ul style="list-style-type: none"> <li>Officers to maintain ongoing efforts to enact implementation of recommendation 2.2 of the report, with a report demonstrating their efforts brought to the Committee within the 6 months following the 23<sup>rd</sup> of July 2025.</li> <li>Consideration to be given to the inclusion of Social Value &amp; Community Wealth considerations within the Council's corporate report</li> </ul>	Rhodri Rowlands & relevant departmental leads	In progress
23 Jul 25	10	Evaluating the Effectiveness of the Audit and Standards Advisory Committee	To consider development of the Committee work programme enable deep dives in specific areas, where identified. This to include the potential for ad hoc working group or additional members briefing sessions outside of the main Committee meetings.	Chair & Vice-Chair & lead officers	In progress
25 March 2025	11	Strategic Risk Report	<ul style="list-style-type: none"> <li>To review Climate Change and Environmental considerations within future cover report to ensure they reflect any related risks identified within the register</li> </ul>	Darren Armstrong	Ongoing
04 Dec 24	9	Internal Audit Interim Report – 2024-25	<ul style="list-style-type: none"> <li>In cases of specific non engagement in the audit process or where the risk identified in ongoing non implementation of the action was identified as critical, the</li> </ul>	Darren Armstrong	Ongoing – implementation of outstanding actions subject to ongoing

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			risk owner/manager be formally required to attend the Committee.		review. If required, arrangements to be made for risk owners/managers to be required to attend future meetings.
	11	London Borough of Brent Auditor's Annual Report 2023-24	An update be sought from the Director Strategic Commissioning & Capacity Building on progress in addressing the Improvement Recommendation included within the Annual Report in relation to review of the Council's Procurement Strategy.	Minesh Patel & Councillor Chan (Vice-Chair)	In progress
24 Feb 25			To consider how any areas of focus identified in relation to preparation of the Accounts need to be incorporated as part of the core assurance work within the Internal Audit Work Programme.	Rav Jassar/Darren Armstrong	In progress
6 February 24		Complaints Code of Conduct procedure	Committee to continue to monitor trends as part of future updates in terms of complaints and assurance around outcomes.	Debra Norman/Biancia Robinson	In Progress - To be included as part of future Annual Complaints report