

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

Meeting Date	Agenda No.	Item	Actions	Lead Officer and Timescale	Progress
16 Jun 26	4.2	Action Log	- Update on outstanding action identified in relation to register for smoke and carbon monoxide alarms to be provided for members. - Update on outstanding actions from review of Procurement Strategy to be provided for members	Natoyah Vincent/Jon Cartwright Edwin Mensah	Completed
16 Jun 26	6	Annual Standards Report 2025 (including Q 2 & 3 updates on gifts and hospitality 2025/26)	Further details to be provided for members of the Committee on the way in which sanctions available under the Members Code of Conduct Complaints Procedure are applied when assessing outcome of different types of complaint	Biancia Robertson	In progress
			Register of Gifts & Hospitality (Appendix B Item 6) – name of person donating gift registered in name of Cllr Benea to be corrected.	Biancia Robertson	Completed
16 Jun 26	7	Internal Audit Annual Report 2025-26 (including Annual Head of Internal Audit Opinion)	- Further clarification to be provided as part of next Internal Audit Plan update about the basis on which the summary of findings from the Core Assurance (inherent risk) audit work undertaken in relation to Children's Safeguarding had been classified as Medium Risk and on the associated assurance process. - Officer to review the future presentation of trends in relation to the issuing of	Darren Armstrong/Matteo Biondi	In progress

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			Limited Assurance opinions and High Risk findings as part of the Interim update on the Audit Plan in order to provide further clarification against the context relating to the risk based nature of the internal audit approach and their to the Council's overall governance arrangements and system of internal control. Update on Limited Assurance and progress in addressing High and Medium Risk findings as an outcome of the risk based audit activity relating to Deputyship/Appointees to be included as part of next Internal Audit Plan update	Darren Armstrong/Matteo Biondi Darren Armstrong/Matteo Biondi	In progress In progress
16 Jun 26	10	Annual Governance Statement 2025-26	Committee to maintain overview of progress in monitoring delivery of key actions 2026-27 identified within the Significant Governance Issues Improvement Action Plan (as set out within Appendix 1 of AGS)	Minesh Patel/Darren Armstrong	Ongoing
			Reference to 3 week delay in completion of 2024-25 external audit and Statement of Accounts as a result of work required to complete reconciliation process in relation to PPE Assets and Valuation referenced at paragraphs 142 and 148 of the Annual Governance Statement to be checked and updated within final AGS prior to sign off	Darren Armstrong/Minesh Patel	Completed

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			Details of ongoing engagement between the Council and Regulator of Social Housing as part of ongoing delivery of Housing Compliance Improvement Plan to be included as part of next update scheduled for Committee	Spencer Randolph	In Progress
24 Mar 26	5	Performance & management of i4B Holdings Ltd and First Wave Housing Ltd	- Current Shareholder and guarantor reports to be circulated to members. - To review the headings of columns in the risk registers to ensure that the post-mitigation score reflects that those mitigations may not yet be completed and represents the RAG rating for successful implementation of the mitigations - To review number 13 of the i4B risk register in light of the latest information regarding discussions with developers and mitigations in place at the next risk register review.	Natoyah Vincent/Jon Cartwright Natoyah Vincent/Jon Cartwright Natoyah Vincent/Jon Cartwright	In progress In progress In progress
24 Mar 26	7	Procurement Strategy Progress Review	- For the Committee to receive a further progress update at a future meeting (date to be confirmed) addressing the following issues: - to expand and provide further explanation on the Council's sustainability approach in the context of procurement and	Edwin Mensah/Rhodri Rowlands	In progress

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			commissioning within section 13 of the report. - The strategy for sole sourcing in relation to section 7.5 of the report. - The total spend on procurement. - The work and progress in filling procurement support vacancies - Consideration to be given to the inclusion of Social Value & Community Wealth considerations within the Council's corporate report (identified as action 23 July 25)		
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 Dec 25	8.	Treasury Management	Officers to review and report back on any changes proposed under the Capital Receipts Regulations to enable more flexible use of	Amanda Healy/Oliver Simms	Completed

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		Mid-Year Report 2025-26	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		
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	Completed
25 Sep 25	8	Strategic Risk Report	(1) Feedback in relation to Risk E: Climate and Ecological Emergency Mitigation be relayed to the relevant risk owners, with a view to providing more specific updates on progress and outcomes. (2) Comments concerning the need for mitigation measures in the event of a decline in the independent sector, arising from increased pressures on the SEND system and growing reliance on independent provision be relayed to the relevant risk owners, with a view to providing more detailed updates and outcomes. (3) Comments regarding the implications of outsourcing cyber security services be relayed to the relevant risk owners.	Darren Armstrong	Complete - Comments and feedback have been relayed to the relevant risk owners, who have been asked to reflect these points in future updates, including providing greater detail on mitigation activity, progress and outcomes where appropriate
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

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23 Jul 25	6	Procurement Review Update	Consideration to be given to the inclusion of Social Value & Community Wealth considerations within the Council's corporate report	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	To review Climate Change and Environmental considerations within future cover report to ensure they reflect any related risks identified within the register	Darren Armstrong	Complete. Climate Change and Environmental considerations have been reviewed and will be reflected in future cover reports, where relevant, to ensure alignment with risks identified within the Corporate Risk Register.
04 Dec 24	9	Internal Audit Interim Report – 2024-25	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 risk owner/manager be formally required to attend the Committee.	Darren Armstrong	Complete. The Committee's expectation has been communicated to management, and arrangements are now in place to require attendance at

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					Committee where there is significant non-engagement with the audit process or where the risks arising from non-implementation of agreed actions are assessed as critical.
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	Complete. The preparation of the Accounts has been considered as part of Internal Audit planning, with relevant areas of focus incorporated into the Internal Audit Work Programme where appropriate.