

TONBRIDGE & MALLING



BOROUGH COUNCIL

MARK R. RHODES
Borough Councillor for Hildenborough

Chairman of Audit Committee

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To Chairman of General Purposes Committee

20/4/11

Dear Brian,

2010/11 Accounts: Compliance with International Standards on Auditing.

As you are aware, the International Standard on Auditing (UK & I) requires the District Auditor to seek assurance from those charged with governance that they have an understanding of the internal control and risk monitoring systems. The specific areas identified for assurance are set out in a letter sent by the District Auditor to you, as Chairman of General Purposes Committee, on 10 March 2011. The Council's Management Team are also required to give similar assurance.

The responsibilities for corporate governance at Tonbridge & Malling are split between our respective Committees - the Audit Committee and the General Purposes Committee - so this confirmation needs to be endorsed by both Committees.

The letter from the District Auditor recognised the split of Committee responsibility and this matter was due to be considered by the Audit Committee at a meeting on 12 April 2011. Unfortunately, however, due to there being insufficient Members of the Committee available 'on the night' to form a quorum, the meeting was regrettably cancelled after the agenda papers were dispatched. The agenda papers contained a report from myself, to the Committee recommending that assurance be agreed following consideration of a detailed annex containing a series of questions and answers. A copy of my report and the supporting annex is attached for your information.

The Director of Finance has spoken to the District Auditor who has agreed that, in the circumstances, it would be acceptable for me to write directly to yourself as Chairman of the General Purposes Committee putting forwarding the assurances set out in the annex, and asking that your Committee consider and agree these at your next meeting on 27 June 2011.

I trust that this acceptable to you.

Kind Regards

A handwritten signature in blue ink, appearing to read 'M. Rhodes'.

Cllr M Rhodes

Cc Trevor Greenlee