



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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### Chief Executive

Julie Beilby BSc (Hons) MBA

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Gibson Drive  
Kings Hill, West Malling  
Kent ME19 4LZ  
West Malling (01732) 844522

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**NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.**

Contact: Committee Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

24 March 2016

To: MEMBERS OF THE AUDIT COMMITTEE  
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Audit Committee to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Tuesday, 5th April, 2016 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

## A G E N D A

### PART 1 - PUBLIC

- |    |                          |        |
|----|--------------------------|--------|
| 1. | Apologies for absence    | 5 - 6  |
| 2. | Declarations of interest | 7 - 8  |
| 3. | Minutes                  | 9 - 14 |

To confirm as a correct record the Minutes of the meeting of Audit Committee held on 25 January 2016

**Matters for Recommendation to the Council**

4. Audit Committee Annual Report 15 - 22

**Decisions to be taken under Delegated Powers**

5. Treasury Management Update 23 - 34
6. Appointment of External Auditors 35 - 38
7. Public Sector Internal Audit Standards 39 - 48
8. Internal Audit and Fraud Plan 2016/17 49 - 54
9. Members Assurance on Compliance with International Standards on Auditing 55 - 60

**Matters submitted for Information**

10. Management Team Assurance on Compliance with International Standards on Auditing 61 - 68
11. Internal Audit and Counter Fraud Update 69 - 92
12. Grant Certification Work 2014/15 93 - 106
13. Grant Thornton - Progress Report and Update and Audit Plan 107 - 138
14. Urgent Items 139 - 140

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

**Matters for consideration in Private**

15. Exclusion of Press and Public 141 - 142

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

**PART 2 - PRIVATE**

**Matters submitted for Information**

16. Insurance Claims History: April 2015 - March 2016 143 - 148

(LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any particular person)

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

## **MEMBERSHIP**

Cllr V M C Branson (Chairman)  
Cllr T Edmondston-Low (Vice-Chairman)

Cllr M C Base  
Cllr T Bishop  
Cllr B T M Elks  
Cllr S R J Jessel

Cllr S M King  
Cllr Mrs S L Luck  
Cllr M Parry-Waller