



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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### Chief Executive

Julie Beilby BSc (Hons) MBA

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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)

4 April 2014

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 Monday, 14th April, 2014 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

## A G E N D A

### PART 1 - PUBLIC

1. Apologies for absence
2. Declarations of interest

3. Minutes 5 - 10

To confirm as a correct record the Minutes of the meeting of Audit Committee held on Monday, 27 January 2014

**Matters for Recommendation to the Council**

4. Audit Committee Annual Report 11 - 20

**Decisions to be taken under Delegated Powers**

5. Annual Governance Statement 2013/14 and Accounting Policies Used in Preparation of the Financial Statements 21 - 58
6. Internal Audit Plan 2014/15 59 - 64
7. Treasury Management Update 65 - 74
8. Compliance with International Standards on Auditing 75 - 82

**Matters submitted for Information**

9. Management Team Assurance on Compliance with International Standards on Auditing 83 - 90
10. Chief Internal Auditor's Interim Report 91 - 100
11. Review of Operational Risk Registers 101 - 110
12. Update on the Work of Internal Audit During 2013/14 111 - 130
13. Grant Thornton Items for Audit Committee 131 - 168
14. Grant Thornton Publications 169 - 172
15. Urgent Items

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**

16. Exclusion of Press and Public

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**

17. Insurance Claims History 2013/14 173 - 178  
  
(LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any particular person)
18. Urgent Items  
  
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 Ms V M C Branson (Chairman)  
Cllr T Edmondston-Low (Vice-Chairman)

Cllr P J Homewood  
Cllr S M King  
Cllr Mrs A S Oakley

Cllr M Parry-Waller  
Cllr T J Robins