



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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### Chief Executive

Julie Beilby BSc (Hons) MBA

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Gibson Drive  
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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)

6 June 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, 16th June, 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 the Audit Committee held on 14 April 2014

**Matters for Recommendation to the Cabinet**

- |    |  |         |
|----|--|---------|
| 4. | Risk Management Strategy                                 | 11 - 18 |
| 5. | Local Code of Corporate Governance                       | 19 - 28 |
| 6. | Treasury Management Update and Annual Report for 2014/15 | 29 - 52 |

**Decisions to be taken under Delegated Powers**

- |    |  |         |
|----|--|---------|
| 7. | Whistleblowing Charter (Confidential Reporting Code) | 53 - 62 |
| 8. | Statement of Accounts 2013/14                        | 63 - 76 |
|    | Statement of Accounts – separate supplement          |         |
| 9. | Review of Effectiveness of Internal Audit 2013/14    | 77 - 82 |

**Matters submitted for Information**

- |     |  |           |
|-----|--|-----------|
| 10. | Annual Internal Audit Report 2013/14                           | 83 - 114  |
| 11. | Audit Commission Work Programme and Scales of Fees for 2014/15 | 115 - 126 |
| 12. | Audit Fee Letter 2014/15                                       | 127 - 132 |
| 13. | 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**

- |     |                               |  |
|-----|-------------------------------|--|
| 14. | 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**

- |     |              |  |
|-----|--------------|--|
| 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.

## **MEMBERSHIP**

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

Cllr Mrs F A Kemp  
Cllr S M King  
Cllr Mrs A S Oakley

Cllr M Parry-Waller  
Cllr T J Robins