



# 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: Democratic Services  
[committee.services@tmbc.gov.uk](mailto:committee.services@tmbc.gov.uk)

18 September 2020

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 online via Microsoft Teams on Monday, 28th September, 2020 commencing at 7.30 pm. Information on how to observe the meeting will be published on the Council's website.

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 - 18

To confirm as a correct record the Minutes of the meeting of Audit Committee held on 27 July 2020

**Matters for Recommendation to the Cabinet**

4. Treasury Management Update and Mid-Year Review 19 - 40

*The report provides an update on treasury management activity undertaken during April to August of the current financial year. A mid-year review of the Treasury Management and Annual Investment Strategy for 2020/21 is also included.*

**Decisions to be taken under Delegated Powers**

5. Risk Management 41 - 58

*The report provides an update on the risk management process and The Strategic Risk Register*

6. Statement of Accounts 2019/20 and External Auditors Report on the outcome of the Audit of Accounts 59 - 64

*The report presents the current set of Accounts for 2019/20 in the format specified by the Code of Practice for Local Authority Accounting in the United Kingdom. Members are invited to endorse and approve the Statement of Accounts and the supplemental Audit Findings Report.*

The following documents to be provided as supplementary papers:  
Audited Set of Accounts; Audit Findings Report; and Letter of Representation

**Matters submitted for Information**

7. Internal Audit and Counter Fraud Update 65 - 78

*Update of the work of the Internal Audit and Counter Fraud functions for the period April to August 2020*

8. Grant Thornton Progress Report and Sector Update 79 - 94

*Progress report and update from Grant Thornton on emerging national issues and developments relevant to the Borough Council.*

9. Urgent Items 95 - 96

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**

10. Exclusion of Press and Public 97 - 98

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**

11. Insurance Claims History 99 - 106

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

*This report provides information on the nature and volume of liability and property damage insurance claims submitted during the period April to August 2020.*

12. Urgent Items 107 - 108

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 Mrs F A Kemp (Vice-Chairman)

Cllr T Bishop  
Cllr N Foyle  
Cllr P M Hickmott  
Cllr S A Hudson

Cllr J R S Lark  
Cllr L J O'Toole  
Cllr K B Tanner