



# TONBRIDGE & MALLING BOROUGH COUNCIL

## EXECUTIVE SERVICES

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### Chief Executive

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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)

16 July 2021

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 Council Chamber, Gibson Drive, Kings Hill, on Monday, 26th July, 2021 commencing at 7.30 pm.

**Details of how this meeting will be conducted following the removal of social distancing measures by Government from 19 July 2021 will be advised as soon as possible.**

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

7 - 8

2. Declarations of interest 9 - 10
- Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting*

3. Minutes 11 - 16
- To confirm as a correct record the Minutes of the meeting of Audit Committee held on 6 April 2021

4. External Quality Assessment 17 - 58
- This report informs Members of the results of the External Quality Assessment (EQA) of the Internal Audit service undertaken in February to March 2021.*

***The consultant who carried out the assessment will attend the meeting to present outcomes and answer any questions.***

#### **Matters for Recommendation to Council**

5. Local Code of Corporate Governance 59 - 82
- This report informs Members of the outcome of the annual review of the Local Code of Corporate Governance.*

*(Note: The tracking in the annex is intentional).*

#### **Matters for Recommendation to the Cabinet**

6. Treasury Management Update and Annual Report for 2020-21 83 - 108
- The report provides an update on treasury management activity undertaken during April to June of the current financial year. The treasury management outturn position for 2020/21 is also included in this report.*

#### **Decisions to be taken under Delegated Powers**

7. Risk Management 109 - 126
- This report provides an update on the risk management process and the Strategic Risk Register.*

8. The CIPFA Financial Management Code 127 - 136
- In October 2019 the Chartered Institute of Public Finance and Accountancy (CIPFA) published "The CIPFA Financial Management Code". This report provides an overview of the Code and the outcome of a self-assessment to demonstrate compliance.*

9. Annual Governance Statement 2020/21 137 - 142

*This report presents the Annual Governance Statement for the year ended 31 March 2021 for Members' endorsement. The Annual Governance Statement is signed by both the Leader of the Council and the Chief Executive and accompanies the Statement of Accounts 2020/21.*

10. Statement of Accounts 2020/21 and progress update on the Audit of the Accounts 143 - 154

*This report presents an unaudited set of Accounts for 2020/21 in the format specified by the Code of Practice on Local Authority Accounting in the United Kingdom.*

*Due to its size Annex 1 – The Statement of Accounts – will be available as a supplement.*

11. Review of the Effectiveness of Internal Audit 155 - 162

*This report informs Members of the findings of the annual review of the effectiveness of the Internal Audit function for the year 2020/21.*

#### **Matters submitted for Information**

12. Opinion of the Chief Audit Executive on the Framework of Governance, Risk Management and Control, together with the Annual Internal Audit Report and Annual Counter Fraud Report for the year 2020/21 163 - 200

*This report informs Members of the opinion of the Chief Audit Executive on the Council's framework for governance, risk management and control, together with the Internal Audit work completed during 2020/21 to support that opinion. In addition, the report also informs Members on the work of the Counter Fraud function in 2020/21.*

13. Grant Thornton Audit Progress Report and Sector Update 201 - 222

*This report from the Council's external auditor, Grant Thornton, provides a progress report and update on emerging national issues and developments that may be of relevance to this local authority.*

14. Consultation on the draft prospectus for the national scheme for local auditor appointments from April 2023 223 - 250

*Public Sector Audit Appointments Limited (PSAA) have prepared a draft prospectus for the national scheme for local auditor appointments from April 2023. Feedback concerning PSAA proposed way forward is by way of a consultation which seeks responses to a set of questions.*

15. Urgent Items 251 - 252

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 253 - 254

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**

17. Urgent Items 255 - 256

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 Mrs F A Kemp (Chairman)  
Cllr N Foyle (Vice-Chairman)

Cllr T Bishop  
Cllr R I B Cannon  
Cllr N J Heslop  
Cllr P M Hickmott

Cllr D W King  
Cllr J R S Lark  
Cllr M R Rhodes