



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

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

25 March 2022

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, 4th April, 2022 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

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

1. Guidance on the Conduct of Meetings

5 - 6

PART 1 - PUBLIC

2. Apologies for absence
3. Notification of Substitute Members
4. Declarations of interest 7 - 8

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting

5. Minutes 9 - 14

To confirm as a correct record the Minutes of the meeting of Audit Committee held on 24 January 2022

Matters for Recommendation to the Council

6. Audit Committee Annual Report 15 - 22

This report is produced to inform Council on how the Audit Committee has provided independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes. It is recommended that the Audit Committee agree that this report be presented to Council to support this assurance.

Decisions to be taken under Delegated Powers

7. Risk Management 23 - 40

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

8. Internal Audit Charter 41 - 48

This report seeks approval of the Internal Audit Charter.

9. Internal Audit and Fraud Plan 2022/23 49 - 54

This report seeks approval of the Internal Audit and Fraud Plan for the year 2022/23.

Matters submitted for Information

10. Treasury Management Performance Update 55 - 66

This report provides details of investments undertaken and the return achieved in the first eleven months of the current financial year.

11. Internal Audit and Counter Fraud Update 67 - 82

This report provides an update on the work of both the Internal Audit function and the Counter Fraud function for the period April 2021 to March 2022.

12. Grant Thornton 2021/22 Audit Plan 83 - 108

This report introduces the 2021/22 Audit Plan received from the external auditors in respect of the Audit of the Council's financial statements.

13. Urgent Items 109 - 110

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 111 - 112

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

15. Insurance Claims History 113 - 118

The report provides information as to the nature and volume of liability and property damage insurance claims submitted for the year ended 31 March 2022.

16. Urgent Items 119 - 120

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 A Cope
Cllr N J Heslop

Cllr P M Hickmott
Cllr J R S Lark
Cllr M R Rhodes