



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

15 July 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, 25th July, 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

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| 3. | Notification of Substitute Members | 7 - 8 |
| 4. | 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

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| 5. | Minutes | 11 - 14 |
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To confirm as a correct record the Minutes of the meeting of Audit Committee held on 4 April 2022

Matters for Recommendation to the Council

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| 6. | Local Code of Corporate Governance | 15 - 40 |
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This report informs Members of the outcome of the annual review of the Local Code of Corporate Governance.

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| 7. | Treasury Management Update and Annual Report 2021-22 | 41 - 66 |
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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 2021/22 is also included in this report

Decisions to be taken under Delegated Powers

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| 8. | Risk Management | 67 - 82 |
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An update on the risk management process and the Strategic Risk Register.

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| 9. | Annual Governance Statement 2021-2022 | 83 - 90 |
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This report presents the Annual Governance Statement for the year ended 31 March 2022 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 2021/22.

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| 10. | Statement of Accounts 2021-2022 and progress update on Audit of Accounts | 91 - 102 |
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This report presents an unaudited set of Accounts for 2021/22 in the format specified by the Code of Practice on Local Authority Accounting in the United Kingdom.

Due to its size the Statement of Accounts (Annex 1) will be uploaded as a supplement.

11. Review of Effectiveness of Internal Audit 103 - 110

This report informs Members of the findings of the annual review of the effectiveness of the Internal Audit function for the year 2021/22

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 2021-22 111 - 156

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 2021/22 to support that opinion. In addition, the report also informs Members on the work of the Counter Fraud function in 2021/22.

13. Internal Audit and Counter Fraud Update and GDPR Storage Limitation 157 - 160

This report updates Members on progress in complying with the recommendations in the Audit report

14. Grant Thornton Audit Progress report and Sector Update 161 - 182

A progress report and update on emerging national issues and developments that may be relevant to you as a local authority from our external auditor, Grant Thornton.

15. Urgent Items 183 - 184

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 185 - 186

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 187 - 188

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 (Chair)

Cllr N Foyle (Vice-Chair)

Cllr T Bishop

Cllr R I B Cannon

Cllr N J Heslop

Cllr P M Hickmott

Cllr J R S Lark

Cllr M R Rhodes

Cllr N G Stapleton