



TONBRIDGE & MALLING BOROUGH COUNCIL

EXECUTIVE SERVICES

Chief Executive
Damian Roberts

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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

13 September 2024

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, 23rd September, 2024 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

DAMIAN ROBERTS

Chief Executive

A G E N D A

1. Guidance on the Conduct of Meetings 5 - 8

PART 1 - PUBLIC

2. Apologies for absence

3. Notification of Substitute Members 9 - 10
4. Declarations of interest 11 - 12

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

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

5. Minutes 13 - 18

To confirm as a correct record the Minutes of the meeting of Audit Committee held on 22 July 2024.

6. Local Authority Property Fund

Members to receive a presentation on the Local Authority Property Fund.

Matters for Recommendation to the Cabinet

7. Treasury Management Update and Mid-Year Review 2024/25 19 - 40

This report provides an update on treasury management activity undertaken during the period April to July of the current financial year and incorporates a mid-year review of the Treasury Management and Annual Investment Strategy for 2024/25.

8. Risk Management 41 - 62

The report provides an update on the risk management process and the Strategic Risk Register. An update is also provided in respect of the Zurich Risk Management Review which was presented to Members in January 2024.

9. Progress with Recommendations from Auditor's Annual Report (Value for Money) 2022/23 63 - 70

The report updates Members on the progress in addressing the recommendations made in the 2022/23 Auditor's Annual Report.

Matters for Decision under Delegated Powers

10. Local Audit Backlogs - National Timetable 71 - 76

The report provides an update on the timetable for audits following receipt of a letter from the new Minister of State for Housing, Communities and Local Government.

Matters submitted for Information

11. Internal Audit and Counter Fraud Update 77 - 96
- The report provides Members with an update on the work of both the Internal Audit function and the Counter Fraud function.
12. Grant Thornton Audit Progress Report and Sector Update 97 - 116
- A progress report and update on emerging national issues and developments from the external auditor, Grant Thornton.
13. Urgent Items 117 - 118
- 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 119 - 120
- 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 121 - 124
- (Part 2 Reasons: LGA 1972 – Sch 12 A Paragraph 3 – Financial or business affairs of any particular person)
- The report provides information as to the nature and volume of liability and property damage insurance claims submitted until 31 August 2024.
16. Urgent Items 125 - 126
- 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 R I B Cannon (Chair)
Cllr M R Rhodes (Vice-Chair)

Cllr T Bishop
Cllr J Clokey
Cllr M A J Hood

Cllr J R S Lark
Cllr B A Parry