Internal Auditor Report

1. Reason for report

The internal auditor contracted for 2021/22 is no longer able to act on behalf of the Town Council, as the company was temporarily contracted to support with the Council accounts during a busy period of work. If they were to audit council accounts for 2022/23, this would result in a conflict of interest.

2. Background

- I contacted fellow clerks in South Wales who all recommended one particular company; however, said company informed me that they are not taking on any further contracts for the financial year 2022/23.

- I perused the internal audit forum online and contacted five auditors as near to South Wales as possible.

- Two out of five auditors contacted, came back to me with proposals.

- Auditor B states in their proposal that they audit for several Welsh councils. I have been in touch with the Clerk at one of these local councils, who confirmed company B audited their accounts in 2021/22 and will be auditing 2022/23.

3. Decision protocol to follow (in absence of Town Clerk)

- Please do not share the company details with any external parties.

- During the meeting refer to company A and company B and do not mention costs involved.

- Once a decision has been made the cost and company name can be spoken and will be published in the minutes.

- Due to time constraints, please ensure a decision is made at this meeting.

- Request that in my absence the Chair of F&G contacts the approved company as soon as is convenient following the meeting.

4. Recommendation

- To contract Auditor B as they will if required conduct face to face meetings and already audit several Welsh town and community councils.

Cathy Kennedy
Town Clerk
29th March 2023