

WEST SWINDON PARISH COUNCIL

Appointment of an Internal Auditor

1. Introduction

- 1.1 The Parish Council is required to ensure that there is an adequate and effective system of internal audit of its accounting records, and of its system of internal control in accordance with proper practices.

2. Report Details

- 2.1 The internal auditor shall:
- be competent and independent of the financial operations of the council;
 - report to council in writing, or in person, on a regular basis with a minimum of one annual written report during each financial year;
 - to demonstrate competence, objectivity and independence, be free from any actual or perceived conflicts of interest, including those arising from family relationships; and
 - have no involvement in the financial decision making, management or control of the council.
- 2.2 For 2018-19, West Swindon Parish Council engaged the services of **Auditing Solutions Ltd** who provide internal audit services to Parish Councils and other organisations. The cost for 2019-20 is the same as the previous year and is charged at £430.00 plus VAT per day. The Parish Council usually requires up to 1.5 days across two internal audit visits.

3. Recommendations

- 3.1 That Auditing Solutions Ltd is appointed as the Internal Auditor for West Swindon Parish Council.

Paula Harrison
Parish Manager