

Meeting	Full Council
Date	27 th June 2023
Report Title	Internal Auditor Appointment
Agenda Reference	19
Author	Jodie Smart, Finance Officer/Deputy RFO

Recommendations:

- To approve the recommendation of the Finance & Policy Committee to appoint Supplier A as the Internal Auditor for the next three years.

Background

The Internal Auditor must be appointed by the Full Council annually.

At the Finance & Policy Committee meeting held on Tuesday 20th June 2023 it was resolved to recommend supplier A as the Internal Auditor for the next three years.

Considerations

The Finance Officer has obtained estimates from two suppliers. Both are equally qualified and experienced to complete the internal audit.

Supplier	Estimate	Three-year discount	Notes
A	£967.50	£943.31	Three visits annually completed remotely.
B	£1,275.00	£1,250.00	Two on-site visits annually.

The budget set for the Internal Audit for 2023/24 is £872.00. However, at year end the Finance Officer accrued £300 for the final internal audit payment, which was actually £224.93 resulting in a surplus accrual of £75.07. This gives an overall budget for 2023/24 of £947.07.

Entering a three-year agreement will assist with more accurate budget setting for the following two years and reduce the administrative time involved when retendering.