

**SPIXWORTH PARISH COUNCIL
REVIEW OF EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT**

LEGISLATIVE FRAMEWORK

The Council's accounts are prepared in accordance with the Accounts and Audit Regulations 2015 and are governed by the Financial Regulations adopted on **5th May 2020** Financial Regulations were adopted and Financial Risk Assessment also adopted on **5th May 2020** These are reviewed each year at the May meeting.

EXISTING GUIDANCE ON REGULATION 6 OF THE ACCOUNTS & AUDIT REGULATIONS 2015

Review of systems of internal control

The Council has a Financial & General Purposes Group to carry out the review which is then reported to full Council.

Review of internal audit

The Council considers the findings of the Internal Audit following completion of the audit and takes action on the matters raised.

When choosing the Internal Auditor, the Council took into account the qualifications and experience of the Auditor and the RFO (Clerk) ensures all the necessary documentation is made available to the Auditor on her visit. The Auditor produces a full and detailed written report on the items she has examined, and her findings and this report is copied to all Councillors. The Auditor checks that in all circumstances the Council has complied with the proper practices.

WHO SHOULD CARRY OUT THE REVIEW?

The suggestion is that a review should be carried out annually and the results reported to the full Council for consideration. The Council has decided to set up a Finance & General Purposes Group to review procedures and report back to full Council.

OUTCOME OF THE REVIEW

The review will need to take place before the Annual Governance & Accountability Return is completed as the Council is now required to confirm it has undertaken this procedure. (See Section 1 – Annual Governance Statement)

RECOMMENDATION

The Council last reviewed its practices in May 2019 and was satisfied that all proper precautions have been taken in relation to internal controls, risk management, fraud and corruption. It was agreed to proceed with an Internal Audit review annually.

**Carolyn Lake
Responsible Financial Officer**

5th May 2020