



Appointment of Internal Auditor

Mumbles Community Council is required by law to appoint an Internal Auditor who can undertake a review of the Council's systems and internal controls and also audit the Council's annual final accounts. The Council's financial operations and the work required by the Internal Auditor are controlled by the Accounts and Audit (Wales) Regulations 2014 as amended.

The Council is seeking to appoint a new Internal Auditor on a 3-year contract commencing with the audit of the 2024/25 financial year in June 2025. The opportunity to extend the appointment beyond the initial 3-year appointment is also available to the Council.

The Internal Auditor is a key component of the Council's system of internal control and must be entirely independent of the Council and will also be expected to possess and demonstrate the appropriate level of competence for the role. Ideally, the Internal Auditor should have an understanding and experience of local government finance in particular in relation to community or town councils.

The key milestone for the work of the Internal Auditor is the audit of the Council's final accounts, completion of an annual report to Council and sign off of the Council's Annual Return. It is envisaged that this work will be completed during early June each year as the final accounts must be approved by Council by 30 June each year.

All financial records will be made available to the appointed Internal Auditor in whatever format preferred to allow the completion of the required task.

The appointed Internal Auditor will need to hold their own professional indemnity insurance.

Further information can be obtained by emailing Paul Beynon, Responsible Financial Officer at paul.beynon@mumbles.gov.uk or ringing 07756 253861.

Any persons or companies interested in bidding for this role are invited to submit their offer to Paul Beynon, Responsible Financial Officer, Mumbles Community Council, Minor Hall, Ostreme Centre, Castle Avenue, Mumbles, Swansea, SA3 4BA or by email to council@mumbles.gov.uk marked Internal Audit Service by **5pm on Friday, 06/12/2024**.