



Cwmbran Community Council
Cyngor Cymuned Cwmbrân

Appointment of Internal Auditor

Cwmbran 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 final accounts. The Council's financial operations and the work required by the Internal Auditor is controlled by the Accounts and Audit (Wales) Regulations 2014 (as amended).

The Council is seeking a new internal auditor for 2022/23 (If successful there would be a 3 year contract, with an opportunity to extend). The first year would be the audit of the 2021/22 accounts.

The Internal Auditor will be independent of the Council and will be expected to possess the appropriate level of competence. Ideally, the internal auditor should have an understanding of and experience of local government finance, especially in relation to town & community councils.

Key milestones for the work of the Internal Auditor during the year include:

- Interim audit of the Council's systems of internal control (approximately 3-4 days work, usually undertaken around January/February)
- Annual (Final) audit (approximately 3-4 days, required to be undertaken around April/May to fit in with external audit requirements)
- Additional work that is required will be negotiated with the Clerk and the Council

Relevant financial documents will be made available for the purposes of the audit.

Prospective candidates will be expected to arrange their own professional indemnity insurance.

Further information about the Council can be viewed [here](#). Information about the Council's accounts can be viewed [here](#). The Council is also active on Facebook and on Twitter @CwmbranCouncil.

Persons interested in bidding for this work are invited to submit their offer to Mr David Collins, Clerk to the Council, Cwmbran Community Council, The Council House, Ventnor Road, Cwmbran NP44 3JY by 19 November 2021.

Please contact the Clerk to the Council if you wish to receive any further information about this process on 01633 849070 or david@cwmbran.gov.uk.

David Collins
Clerk to the Council
12 November 2021