

Crowle and Ealand Town Council

Date	18 July 2020
Response Date	20 August 2020
Project Title	Internal Auditor for Small Local Council
Respond by	Email (clerk@crowleanddealandcouncil.org/ / rfo.crowletowncouncil@gmail.com)
Costing	Included in tender reply
Contract	To be Negotiated
Insurance	Please confirm all relevant insurance is held and supply a copy of your Public Liability Insurance Cover where applicable
Risk Assessment	Not applicable
Details	<p>To provide the following in accordance with current Governmental Financial regulations:</p> <p>Interim Internal Audit Report <u>Review:</u> Policies & Financial Regulations Standing Orders Grant Applications List of Members Interest held Internal Controls for payments Procurement procedures Committee terms of reference Risk Assessment Minutes Asset Control Budget Cash Management Payroll Procedures</p> <p>Annual Internal Audit Report Year end Audit Second Internal Report Produce Annual Accounts Complete AGAR (Annual Governance and Accountability Return)</p> <p>Please also provide two references</p>