Annual Internal Audit Report 2021/22

Name of smaller authority: **Sleaford Town Council**

County area: **Lincolnshire**

Explanation of No responses on the Annual Internal Audit Report

C This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.
Internal Auditor Response: No
Reason: Sleaford Town Council did not assess significant risks in order to achieve its objectives nor did it review the adequacy of arrangements to manage such risks. An internal audit report, presented in October 2021 was received by the Finance and Strategy Panel and subsequently noted by the Town Council; however there is no evidence to show that items of concern highlighted within this report were properly considered or acted upon.

Authority Response: The Council also responded 'No' to Annual Governance Statement Although No 5, which also covers the assessment of risks. Although the Risks were reviewed and amended during the 2021/22 financial year, this was done at the Meeting of a Panel and not Full Council. The Minutes of this Meeting were presented to Full Council with a report, there was no formal (and Minuted) Council review of the risks during the financial year 2021/22.
In mitigation, there was a change of Clerk/RFO during the year as well as the replacement leaving unexpectedly with no notice in February 2022. Also, the initial recruitment process following the resignation, did not identify a replacement with the required level of skills and experience.
In resolution, in addition to the existing Deputy Clerk, and until a permanent Clerk/RFO is employed, the Council has appointed a councillor as the Proper Officer (unpaid) and employed an experienced RFO on an interim basis. The Council has also made use of National organisatons, such as SLCC, to advertise the vacancy to a wider audience. To ensure that the routine annual review of the Risk Register by Full Council is not overlooked in future, it will be timetabled in conjunction with set Meeting Dates.