



London Borough of Enfield

Report Title	Officers Report detailing Mayors Charity Account audit
Report to	Trustees of LBE Mayors Charity Appeal Fund
Date of Meeting	Tuesday 28 th November 2023
Cabinet Member	Not relevant
Executive Director / Director	Terry Osborne – Director of Law & Governance
Report Author	Koulla Panaretou
Ward(s) affected	Not applicable
Classification	Part 1

Purpose of Report

To agree final accounts of Mayors Charity Bank account by the Trustees of the Board.

Recommendation

The Mayors' Office will continue to implement all the recommendations identified in previous years to the best of their ability to avoid any further identifications for the future.

Main Considerations for the Panel

The accounts for 2022-2023 have been independently examined and work has been completed by the Internal Audit team which identified their key findings below.

The draft financial statements were prepared by the Mayoral Services Manager, Koulla Panaretou, for the Mayor of the London Borough of Enfield Appeal Fund, year ended 30 June 2023. The financial statements were prepared using the records maintained by the Mayor's Office. Internal Audit carried out a detailed reconciliation to the bank statements of cash payments and receipts to verify the accuracy and completeness of the underlying records. In addition, Internal Audit considered whether the accounting records had been kept in accordance with the regulations made under the Charities Act 2011.

Only those charities with gross income of more than £25,000 in their financial year are required to have their accounts independently examined or audited. An independent examination is needed if gross income is between £25,000 and £500,000 and an audit is needed where the gross income exceeds £500,000. The Internal Auditors established that procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion was given by Internal Audit as to whether the accounts presented a 'true and fair' view.

Summary by Internal Audit

Internal Audit reviewed the financial statements and accounting records provided. Their review had not identified any significant concerns regarding the accuracy and completeness of the accounting records relating to the Mayor of the London Borough of Enfield Appeal Fund for 2022/23 and they confirmed that the amount available for distribution was £9485.37.

Internal Audit have not identified any further recommendations during the Mayoral year 2022-2023.

Charitable Distributions

We note the Trustees have agreed that donation recipients will provide details of how the donations were spent within a set timeframe for accountability purposes. This will take effect from monies raised during 2021-22. The 2022-23 audit testing will continue to ensure that this is put into practice and evidence provided to them to secure this recommendation.

Donation Distribution List

The Trustees are due to agree the distributions of donations.

Outstanding Information

There are no outstanding items in relation to this review.

Conclusion

The Mayors' Office will adhere to all recommendations identified previously to ensure the smooth running of the charitable account.

Relevance to Council Plans and Strategies

Not applicable

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Background Papers

- 1. Minutes of last Mayors Charity Appeal Fund Meeting**
- 2. Mayors charity appeal fund 22-23 unaudited accounts and auditors report**
- 3. List of distribution of funds 22-23**
- 4. Details of Mayors Charity Appeal fund 23-24**