Vote to Approve the Appointment of Auditors

As a charity with an income of more than £1 million, we are required to retain external independent auditors who prepare our accounts each year prior to them being published and submitted to the Charity Commission, Office of the Scottish Charity Regulator and Companies House.

We have recently run an external tendering exercise to invite applications to be our auditors for the four years from 1st August 2016 to 31st July 2020.

The Board of Trustees drew up a specification for our requirements from this service, which included:

- Knowledge of Charity finance
- The preparation of accounts
- A full management report at the end of the audit which will be presented to the Board of Trustees detailing any risks or issues to be dealt with
- General advice on financial matters throughout the year.

Several firms were invited to tender for the service, selected on the basis of their knowledge of the Charity sector and their local profile.

- 5 firms made written submissions detailing the service they would provide and answering how they would meet the requirements and criteria we had specified.
- 3 firms were short-listed following discussion and assessment and were invited to attend a face-to-face meeting with three representatives of the Association: a Trustee and two members of the management team.
- Each short-listed firm was asked to make a presentation on how they met our requirements and then answered a series of questions from the panel.
- Following the interview, the Board of Trustees approved a recommendation to appoint James Cowper Kreston as our auditors and award them the contract.
- James Cowper Kreston impressed with their excellent submission and presentation, their knowledge of our organisation and their desire to work with us. They have an excellent reputation and work with a number of similar clients across the area. The selection panel was unanimous in its decision to recommend their appointment.

Conference delegates are therefore being asked to vote to approve the appointment of these auditors, as per the recommendation from the Board of Trustees.

You can read more about James Cowper Kreston by visiting their website at http://www.jamescowperkreston.co.uk/.