

Agreed Action details

Data revision date: 02/11/21

ACX

| Audit Name | Title | Issue | Recommendation | Agreed Action | Priority | Due Date | Deferral Date | Deferral Date | Reason for Deferral |
|---------------|-----------------------|--|---|---|----------|----------|---------------|---------------|--|
| ACE03-Payroll | Standby Payment Rates | Current Standby policy and payment rates not adhered to. | HRP should ensure that all Standby payments are in line with the rates outlined in the HR Employee Standby & Call-Out Policy and have a process in place to prevent any payments outside of the published rates from being processed. | Current arrangements not in line with policy to be reviewed and contractual terms changed. | Amber | 31/03/20 | 31/12/21 | 3 | There is now just one service which needs moving onto the corporate rates. Contractual notice will expire at the end of December 2021. |
| ACE03-Payroll | Standby Payment Rates | Current Standby Policy and payment rates not adhered to. | HR should ensure that all Standby payments are in line with the rates outlined in the HR Employee Standby & Call-Out Policy and have a process in place to prevent any payments outside of the published rates from being processed. | System development to be undertaken for calculation based on hourly rate with employee claiming number of hours on standby. | Amber | 31/03/20 | 31/12/21 | 3 | There is now just one service which needs moving onto the corporate rates. Contractual notice will expire at the end of December 2021. |
| Payroll | Standby Payments | Apparent errors in standby payments | The apparent errors in standby payments should be followed up and action taken as appropriate | Complete review with Services to agree standard rates for stand -by, and then request payroll system update to enforce rates. | Amber | 01/10/21 | 31/12/21 | 1 | Moved date in line with 634 action. |