

EAST SUSSEX FIRE AND RESCUE SERVICE

Meeting Scrutiny & Audit Panel

Date 10 November 2022

Title of Report Internal Audit Report – HR / Payroll

By Julie King, Assistant Director People Services

Lead Officer Lucy Birch, HR&OD Manager
John Olliver, Payroll, Pension & HR Assurance Manager

Background Papers None

Appendices 1 Internal Audit Report HR / Payroll – 2021/22

Implications (please tick ✓ and attach to report)

Any implications affecting this report should be noted within the final paragraphs of the report

CORPORATE RISK	✓	LEGAL	
ENVIRONMENTAL		POLICY	
FINANCIAL	✓	POLITICAL	
HEALTH & SAFETY		OTHER (please specify)	
HUMAN RESOURCES		CORE BRIEF	
EQUALITY IMPACT ASSESSMENT			

PURPOSE OF REPORT To inform the Panel of the outcome of the Internal Audit Review of HR / Payroll

EXECUTIVE SUMMARY A review of HR / Payroll was carried out by Orbis Internal Audit as part of the agreed Internal Audit Strategy & Plan for 2021/22. The audit opinion given is Partial Assurance, which means that there are weaknesses in the system of control and/or the level of non-compliance is such as to put the achievement of the system or service objectives at risk.

The Authority's protocol is that all internal audit reports with opinions of partial assurance or lower must be reported in full to the Senior Leadership Team (SLT), for approval of the management response, and to Scrutiny & Audit Panel, for information. The management response was approved by SLT on 18 October 2022.

The report identifies 11 areas where action is required (7 assessed as medium risk and 4 as low risk) and the management response sets out how the Service plans to address the audit findings. Of the 11 actions, nine will be completed by 31 March 2023 (including six of the seven medium risk). The remaining two will be completed by 1 June 2023 (R11 – dependent on the go live of Oracle Fusion through the MBOS Project) and 31 March 2024 (R7 dependent on the development of the Data Management programme and the availability of resource post MBOS go live).

Implementation of the 11 actions will be tracked through the CAMMS strategy system, with oversight by Assurance, Performance & Governance Group (APGG). A follow up audit will be carried out by internal audit as part of the 2022/23 Internal Audit Strategy & Plan.

RECOMMENDATION

The Panel is recommended to:

- (i) note the management response to the audit report;
and
 - (ii) identify any further information or assurance it requires from officers
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