

<b>Item No:</b> 11.	<b>Classification:</b> Open	<b>Date:</b> 16 November 2016	<b>Meeting Name:</b> Audit, Governance and Standards Committee
<b>Report title:</b>		Progress report on the implementation of external audit recommendations	
<b>Wards or Groups affected:</b>		All	
<b>From:</b>		Strategic Director of Finance and Governance	

### **RECOMMENDATION**

1. That the audit, governance and standards committee note progress and actions for implementing the external auditors' recommendations.

### **KEY ISSUES FOR CONSIDERATION**

2. At its meeting on 14 September 2016 the committee received a report from Grant Thornton, the council's external auditors, on their audit findings which made one recommendation. This report provides a response to that recommendation.

### **Community impact statement**

3. This report and the accompanying action plan are not considered to have a direct impact on local people and communities.

### **Resource implications**

4. There are no direct resource implications in this report.

### **Consultation**

5. There has been no consultation on this report.

### **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

6. None required.

## BACKGROUND DOCUMENTS

Background Papers	Held at	Contact
Audit findings report 2015-16	Constitutional Team, Southwark Council 160 Tooley Street London SE1 2QH	Victoria Foreman 020 7525 5485

## APPENDICES

No.	Title
Appendix A	2015-16 Annual findings report action plan

## AUDIT TRAIL

<b>Lead Officer</b>	Jennifer Seeley, Director of Finance	
<b>Report Author</b>	Fay Hammond, Departmental Financial Manager Finance and Governance	
<b>Version</b>	Final	
<b>Version Date</b>	4 November 2016	
<b>Key Decision?</b>	Yes	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments sought</b>	<b>Comments included</b>
Director of Law and Democracy	No	No
Strategic Director of Finance and Governance	No	No
<b>Cabinet Member</b>	No	No
<b>Final Report Sent to Constitutional Team</b>	7 November 2016	

## Appendix A: Action plan

### Priority

**High** - Significant effect on control system

**Medium** - Effect on control system

**Low** - Best practice

Recommendation	Recommendation Priority	Management response	Implementation date & responsibility
The Council should ensure that a system is in place to enable access to scanned copies of all employment contracts.	Medium	<p>Agreed</p> <p>The recommendation relates to an on-going IT access problem with retrieving a number of historical records that have been scanned on to the councils SAP HR module.</p> <p>The issue has been escalated with our IT provider CAPITA and we await resolution.</p>	<p>January 2017</p> <p>Steven Parker Executive HR Manager</p>