

Items for Noting

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**6.6 PAYROLL ERROR P12 2016/17**

**AUTHOR:** Finance Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:**

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**REPORT:**

In December 2016/17 a payroll processing error led to the 3 executive staff members being paid incorrectly. Efforts to rectify this error led to further complications in the payroll system. There was a miss-match been the payment summaries and the amount withheld from executive staff.

Given the sensitivity of the matter, management request an investigation by Councils auditor to verify the corrective action required. As a result, RSD audit have confirmed that the executive staff were short paid in relation to their employment contracts.

A copy of the report is attached as **Appendix "K"**. Corrective action requires payments of these shortfalls as follows:

General Manager	\$2,744.33
Director Technical Services	\$1,945.09
Director Corporate Services	\$1,872.39

These amounts will be paid from the creditors system prior to the 30 June 2018.