CAIRNGORMS NATIONAL PARK AUTHORITY
AUDIT & RISK COMMITTEE

FOR DECISION

Title: **INTERNAL AUDIT REVIEW: DATA MANAGEMENT**

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Purpose

This paper presents AZETS' internal audit review of the Authority's systems and controls for data management.

Recommendations

The Audit & Risk Committee is asked to:
   a) **Consider the internal auditor's findings on the Authority's data management systems and controls;**
   b) **Endorse the management responses to recommendations for action raised by the internal auditor.**

Executive Summary

1.   The Park Authority's internal auditors, AZETS, have undertaken a review of the Authority's data management systems and controls as part of the agreed 2020/21 internal audit plan.   The full report of the review is attached at Annex 1 to this paper.

2.   The report considers four areas of control assessment, with one of these three areas graded as "yellow", control objective achieved with scope for improvement, and two graded as "amber", control objective not achieved with controls inadequate or ineffective. The fourth area has an advisory point raised.

3.   Five recommendations for action are raised. Two recommendations are at grade 2, where there is assessed to be moderate risk exposure and controls are not working as effectively and efficiently and may create moderate organisational risk. Three recommendations are assessed as grade 3, signifying a high risk of exposure through the absence or failure of key controls.

4.   All recommendations have been accepted by management with responses set out in the report, including responsibilities and timetables for implementing improvement actions. We recognise that work planned in the areas of data management and file structures have been delayed over the last year of COVID19 business continuity planning arrangements. We also recognise, as the Committee will be aware through

our COVID Business Continuity Plan risk management processes reported, that underlying data management issues have been exacerbated during the extended and ongoing period of remote working. Management feel this is a helpful report which assists in structuring and prioritising our planned data management actions over the coming period.

David Cameron
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