

## CAIRNGORMS NATIONAL PARK AUTHORITY

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### FOR DECISION

**Title: ANNUAL INTERNAL REVIEW: POST  
IMPLEMENTATION RECORDS MANAGEMENT**

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#### **Purpose**

To present the post-implementation report on Records Management Processes.

#### **Recommendations**

**The Audit Committee is asked to:**

- a) Consider the internal auditor's post-implementation report on Records Management;**
- b) Endorse the management responses to the recommendations for action raised by the internal auditor.**

#### **Executive Summary**

1. The Park Authority's internal auditors, KPMG, have undertaken a follow up reviews on its Records Management processes. This review is the second component of the agreed internal audit plan for 2015/16 which is driven by an assessment of the Authority's strategic risk registers.
2. The full report arising from the reviews is included as Annex I to this paper.
3. The report highlights 1 moderate and 1 low priority recommendations relevant to current Records Management process. Both the recommendations have been accepted by management. The management responses are noted within the report.

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**28 October 2015**  
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