

CAIRNGORMS NATIONAL PARK AUTHORITY

FOR DECISION

**Title: ANNUAL INTERNAL REVIEW: WORKFORCE
MANAGEMENT AND APPRAISALS**

Prepared by: ANDREW SHAW, MATTHEW SWAN KPMG

Purpose

To present the post implementation report on Workforce Management and Appraisals.

Recommendations

The Audit Committee is asked to:

- a) Consider the internal auditor's report on Workforce Management and Appraisals;**
- 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 review on its Workforce Management and Appraisal processes. This review is part 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 one moderate recommendation relevant to current Workforce Management and Appraisal process. The moderate recommendation relating to the gathering and reporting of evidence has been accepted by management. The management response is noted within the report.

David Cameron
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davidcameron@cairngorms.co.uk