

**CAIRNGORMS NATIONAL PARK AUTHORITY
AUDIT & RISK COMMITTEE**

FOR DECISION

Title: INTERNAL AUDIT REVIEW: APPRAISAL OBJECTIVE SETTING

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Purpose

To present the internal auditor's review of the Authority's approaches and procedures for staff appraisal and objective setting.

Recommendations

The Audit & Risk Committee is asked to:

- a) Consider the internal auditor's findings;
- b) Endorse management responses to recommended actions.

Executive Summary

1. As part of the 2019-20 Internal Audit plan, it was agreed that Internal Audit would review the design and operational effectiveness of the Authority's staff appraisal and objective setting arrangements. The full report is attached as Annex I to this paper.
2. Both the design and operational effectiveness of the Authority's processes are graded as moderate. One medium level and three low level recommendations for improvement actions were raised by the internal auditors.
3. All recommendations have been accepted by management and management responses set out along with timetables for action in Annex I.

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