

VJB8. Internal Audit Plan 2018/19

The Board considered a report by the Internal Audit Manager presenting the internal Audit Plan for 2018/19. The work would focus on:-

- assessing the robustness and completeness of Business Continuity Planning arrangements;
- reviewing the process for recording, monitoring, and responding to requests received under the Freedom of Information (Scotland) Act 2002; and
- inputting to the Annual Governance Statement Assurance Questionnaire process.

In response to a question in regard to business continuity, the Assessor gave an overview of the Business Continuity Plan confirming that arrangements to back up data were in place. It was his intention to review cyber security arrangements in 2018/19. The Assessor also confirmed that good progress had been made to transfer paper files to electronic media. He advised that the IT systems had been subject annually to a health check in recognition of the potential risks of cyber-attacks.

Decision

The Board:-

- 1) agreed planned Internal Audit coverage for 2018/19; and**
- 2) noted that progress against the Plan will be reported to the Board and summarised in an Annual Assurance Report.**