

ICT Audit Plan 2013-14**Internal - 35 days**

ICT Contract Monitoring – 8 days – Contract monitoring of third party contracts

IWorld – Currently owned and managed by Revenues & Benefits with input from 2 third party Companies and also ICT – examine current arrangements – including service level agreements (existence of and adherence to), communications between all parties (i.e. arranging upgrades etc), contingency arrangements etc – 10 days

Tender processes – ICT – awarding MIS and VOIP Broadband contracts during 2013 (both by December) – 7 days

Thin Client Roll out – Q4 – review programme, savings generation and ensure leased kit is returned at most advantageous time – 10 days

External – 45 days

Storage (including Media) – review the current storage capacity. Is storage effectively managed? Is stored data secure? What media is used and for what? What risks are faced due to media in use? Physical & logical protection over stored data. Is data stored in the best way, which is appropriate to its importance? – 10 days

Contingency arrangements (including the protection of essential services) – what contingency arrangements are there in place? Failsafe systems and disaster recovery solutions. Is this adequate for the needs of the Council? Is it tested regularly? Appropriate off site storage of data to ensure access in the event of a disaster. Essential services – do we have any? What is in place to ensure that those services are not affected by ICT failures? – 10 days

Virus Protection – Ensure that the Councils systems are as secure as possible to threats of virus and malware. Protection should be up to date with appropriate controls in place to ensure updates are well managed and applied within a reasonable amount of time. – 5 days

Website – ensure that the website contains sufficient security when enabling payments to be made, examine the processes for managing the content of the site including initial authorisations and reviews of information currently published. – 5 days

IT Service Delivery & Strategy (Schools) – Review how IT manages the relationship and requirements of schools. This is to include a review of the specific strategy, and a review of the way in which the service is delivered (including ITIL). – 10 days

MIS Headway – Application review. Review of access control, system operations, data integrity, data back up, interfaces, reporting, etc. – 5 days