

	Control Weakness Found	Specific Risk	Risk Rating	Recommendations	Management Response
3.01	<p>Through discussion with the benefits system administrator, it was noted that there is currently an error in the system which has resulted in the forced password change function built into the Housing Benefit application to fail. The arrangements in place at the time of our review were to request staff to change their benefits system password manually, when the system prompts them to change their Council log in password. Although the Council has discussed this with the software company no solution has been identified to resolve the error.</p>	<p>Staff may not change their benefits system password, increasing the likelihood that the system could be accessed by an unauthorised individual.</p>	<p>Medium</p>	<p>The system administrator should continue to discuss the problem with the software supplier and seek to get the problem resolved as soon as possible. However, it is noted resolution is outwith management control.</p>	<p>Contact will be maintained at three monthly intervals with software supplier.</p> <p><b>Responsible Officer:</b> Marion Smith</p> <p><b>Implementation Date:</b> n/a</p>

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Issue risk and priority	Recommendation and benefit	Management response	Responsible officer and implementation date
<p>It has been noted that the payroll system security officer role is performed by members of the payroll exchequer department, who provide system access to users of the system. This has arisen due to the weaknesses within the Cyborg payroll system, wherein passwords are not held in an encrypted format.</p> <p>It is recognised that this system weakness necessitates imposing stringent restriction to this privileged access account. However the exchequer section head acts as the principal security officer and also has a high level user account enabling processing to the payroll. This presents an issue in respect of segregation of duties.</p> <p><i>Grade one</i></p>	<p>It is recommended that the system suppliers be actively pursued to progress the password encryption functionality to enable to system administration to be separated from the business unit and to be performed by ICT.</p> <p>Until this functionality is implemented, it is recommended that responsibility for the security officer role be assigned to a Council officer not performing any payroll processing functions.</p>	<p>The Cyborg upgrade incorporates password encryption. ICT &amp; Business Development will liaise with Finance to review security arrangements.</p>	<p>Head of ICT &amp; Business Development and Head of Finance</p> <p>31 October 2007</p>