

**Internal Audit Plan 2017- 18**

**Appendix 1**

| Audit Title                                | Audit objective...to ensure...  | Opinion     |
|--|---|-------------|
| Contribution Banding Changes <sup>1</sup>  | Pension contribution banding changes for a sample of LCC employees have been accurately applied with effect from 1st April 2017   | Substantial |
| Contribution Calculations <sup>1</sup>     | Contributions to the pension fund have been correctly applied from April 2017 from the following:<br>o Leicestershire County Council (LCC)<br>o Other Employing Bodies, where LCC does/does not administer the payroll on their behalf          | Full        |
| Investments <sup>1</sup>                   | Payments to fund managers   | Full        |
| Pensions Transfers                         | Undertaken bi-annually  | Full        |
| Re-structure of LGPS                       | Governance arrangements around the 'pooling' of investments.  | Not done    |
| Pension Increase <sup>1</sup>              | The validity and accuracy of the annual Pensions Increase.  | Full        |
| Replacement Pensions Administrative System | Auditor consulting role, including specialist ICT advice, to ensure that risks have been identified and controls have been considered and built in to the development specifications. Includes attendance at Project Board meetings             | Ongoing     |
| NFI  | Monitoring that any pensions matches (normally continuing payments after death) are investigated  | Complete    |
| Client management                          | To include: -<br>• research and any advice to the Fund's officers<br>• Annual planning and reporting including attendance at the Local Pension Board<br>• providing internal audit resource to assist with pensions administration tasks (IDEA) | Complete    |

|                            |   |      |
|----------------------------|---|------|
| Guaranteed Minimum Pension | Reconciliation of our data to HMRC data in preparation of 2018 when we take on responsibility for GMPs. | Full |
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<sup>1</sup> These audits are used by the External Auditor (KPMG LLP) to inform their audit risk assessment.