

**Internal Audit Plan 2018- 19****Appendix 2**

<b>Audit Title</b>	<b>Audit objective...to ensure...</b>	<b>Days</b>
Investments	Work in progress at the end of March 2018 as follows: <ul style="list-style-type: none"><li>- Investments – Payments to Fund Managers (Concluded)</li><li>- Replacement Pensions Administrative System (Ongoing)</li></ul>	6
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 2018.	6
Contribution Calculations <sup>1</sup>	Contributions to the pension fund have been correctly applied from April 2017 from the following: <ul style="list-style-type: none"><li>o Leicestershire County Council (LCC)</li><li>o Other Employing Bodies, where LCC does/does not administer the payroll on their behalf</li></ul>	7
Investments <sup>1</sup>	An area to be chosen from the rolling programme of audits.	10
Pensions Creation	Undertaken bi-annually.	10
Re-structure of LGPS	Governance arrangements around the 'pooling' of investments.	6
Business Continuity	Adequate arrangements have been made for the smooth transition of key tasks following the departure of the Investments Manager.	4
Pension Increase <sup>1</sup>	The validity and accuracy of the annual Pensions Increase.	6
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 as well as assistance with the transfer of information.	8

NFI	Monitoring that any pension matches (normally continuing payments after death) are investigated.	3
Client management	To include: - <ul style="list-style-type: none"> <li>• research and any advice to the Fund's officers</li> <li>• Annual planning and reporting including attendance at the Local Pension Board</li> <li>• providing internal audit resource to assist with pensions administration tasks (IDEA).</li> </ul>	4
<b>Total days</b>		<b>70</b>

<sup>1</sup> These audits are used by the External Auditor (KPMG LLP) to inform their audit risk assessment.