

Pension Services - Internal Audit Plan 2016-2017

Audit	Scope / Risk Assessment Summary	Audit Sponsor	Priority H/M/L	2016-17
Pensions data integrity				
Transfers	Cyclical review of processes and controls to support the accuracy and timeliness of transfers in and out of the schemes managed by Pension Services.	CR	M	✓
Accounting for pension receipts	Cyclical review of processes and controls to support the accuracy and timeliness of the receipt of contributions.	CR	M	✓
Payment of benefits				
Pensions payroll and benefit calculations	Annual review of the accuracy of pension benefit calculations and the payroll running processes.	CR	H	✓
Member deaths	Cyclical review to assess that payments relating to member deaths are accurate and timely.	CR	M	✓
Governance				
Governance arrangements	Maintain a watching brief for further legislative changes / on-going discussions with Officers for potential changes to governance arrangements.	CR	M	✓
Other direct audit activity				
Audit strategy and planning	n/a	n/a	n/a	✓
Pension Fund Panel and Board	n/a	n/a	n/a	✓
Annual Internal Audit Report	n/a	n/a	n/a	✓
Monitoring and progress reports	n/a	n/a	n/a	✓
Advice and liaison	n/a	n/a	n/a	✓