

CAIRNGORMS NATIONAL PARK AUTHORITY

FOR DECISION

Title: INTERNAL AUDIT REVIEW: PAYROLL AND PENSIONS

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Purpose

This paper presents the internal auditor's review of the Authority's arrangements for the payroll and pension administration processes, conducted as part of the agreed 2014/15 internal audit programme.

Recommendations

The Committee is asked to:

- a) Consider the internal auditor's report on the Authority's arrangements for the payroll and pension administration processes;
- b) Endorse the management responses to the recommendations for action raised by the internal auditor.

Executive Summary

The Authority's internal auditors, KPMG, have undertaken a review of the Authority's arrangements for the payroll and pension administration processes. This review delivers the first component of the agreed internal audit plan for 2014/15 which is driven by an assessment of the Authority's strategic risk registers.

The full report arising from the review is included as Annex I to this paper.

The report highlights 4 low priority recommendations relevant to current payroll and pension administration processes. All the recommendations have been accepted by management, and the management responses are noted within the report.

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