

PENSIONS COMMITTEE
16 JUNE 2017**ADMINISTERING AUTHORITY – ADMINISTRATION
UPDATE**

Recommendation

1. **The Head of Human Resources and Organisational Development recommends that the general update from the Administering Authority be noted.**

End of Year Arrangements

2. The Fund is currently working on End of Year processes and the team have supported employers in providing year end data by the 30 April 2017 deadline.
3. Reminders were sent to a small number of employers extending deadlines and these were copied to the Financial Officers of the Employer advising that where information was not received on time we will not be able to provide annual benefit statements for their members. To-date we have one employer outstanding and we are aware that the employer has been experiencing system problems which have affected their ability to respond. This is scheduled to be received next week.

Annual Benefit Statements

4. The team are data cleansing and loading End of Year data for members so that we can ensure that the Annual Benefit Statements can be produced and posted by the statutory deadline of 31 August 2017.
5. As in previous years we are working in partnership with Bedfordshire, Buckinghamshire, Cheshire, Oxfordshire, Shropshire, Staffordshire and Warwickshire funds and Adare (company providing the printing, enveloping and postage service) to deliver our Deferred and Active statements.

Worcestershire County Council – Change to Payment System

6. Following the decision of the Council to transfer its Accounts Payable, Accounts Receivable and Payroll services to Liberata UK, in April we saw the implementation of the new payment system. This has led to a few teething problems for the Fund and a small number of pensioners with delays in receiving CARE Pay information and being able to process lump sum payments, transfers in and transfers out. We have been working closely with Liberata (and Finance) to alert them to these issues and to resolve them as quickly as possible.

Administration Forum

7. Arrangements are continuing for the Administration Forum to take place late June/early July, avoiding school holidays and key network meetings for Academies.

Guaranteed Minimum Pension (GMP) Reconciliation

8. The HR Service & Commissioning Manager and Pensions Manager attended a GMP Meeting in early May hosted by the National LGPS Frameworks. The Frameworks' was founded by:

- Clwyd Pension Fund
- Environment Agency Pension Fund
- LB Hackney
- LB Tower Hamlets
- Norfolk County Council
- West Midlands Pension Fund

9. In consultation with the Chief Financial Officer we are hoping to use these Frameworks to support our delivery of Phase 2 of the GMP reconciliation which will require us to data cleanse all data received from HMRC to make sure that we only have the relevant liabilities held in the Pension Fund. Any discrepancies need to be reported back to HMRC for further investigation. HMRC will support queries generated by the Scheme Reconciliation Services up to December 2018. HMRC will then issue pension statements to all individuals.

Contact Points

County Council Contact Points

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Specific Contact Point

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Background Papers

In the opinion of the proper officer (in this case the Head of Human Resources and Organisational Development) there are no background papers relating to the subject matter of this report.