

Cyber Security Data Transmission Grid

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Who we send data to or receive data from	How that data is protected when transmitted / received
Pensions administration software provider – (currently Aquila Heywood)	<p>We input data into Altair (that is protected by Heywood’s cyber security arrangements and our login controls re our staff accessing Altair) via our laptops (that are protected by WCC IT security measures) that access Altair over the internet, with our data residing in the Cloud (that is protected by Heywood’s cyber security arrangements).</p> <p>Heywood transmit data to us by email (that is protected by WCC IT security measures) or by us running reports whilst in Altair (that is protected by Heywood’s cyber security arrangements and our login controls re our staff accessing Altair).</p>
Banker – (currently Barclays)	<p>We make payment instructions by supplying a BACS file to Neil Coleman (WCC IT) via email (that is protected by WCC IT security measures), which then gets processed through an application called Transform, which converts our data / instructions into our pay slips’ printing formatting and into a file for processing by the banking team who seek appropriate authorisation and securely input our instructions using Barclays’ cyber security arrangements.</p>

<p>Overseas payments provider to transmit payments to members and beneficiaries with non-UK accounts – (currently Equiniti)</p>	<p>We make payment instructions by supplying a BACS file to Neil Coleman (WCC IT) via email (that is protected by WCC IT security measures), which then gets processed through an application called Transform, which converts our data / instructions into our pay slips' printing formatting and into a file for processing by the banking team who seek appropriate authorisation and securely input our instructions using Equiniti's cyber security arrangements.</p>
<p>Printing companies – (currently CFH Docmail Ltd and Adare SEC)</p>	<p>In Adare's case we upload and receive data via Smart Transfer (adaresec.com)</p> <p>In Docmail's case we upload and receive data via Docmail - Please log in (cfhdocmail.com)</p>
<p>Suppliers of printers – (currently Worcestershire County Council IT Services)</p>	<p>We send data to our Altair printer from Altair (that is protected by Heywood's cyber security arrangements and our login controls re our staff accessing Altair) via Heywood's VPN (virtual private network) / Cloud (that is protected by Heywood's cyber security arrangements).</p>
<p>Custodian for our assets not managed by LGPSC – (currently BNY Mellon)</p>	<p>We receive data via a secure email that is password protected and is also protected by WCC IT security measures. The data that is maintained on our investments is protected by BNY Mellon's cyber security arrangements.</p>
<p>LGPSC (when acting as the Fund's custodian)</p>	<p>We receive data via a secure email that is password protected and is also protected by WCC IT security measures. The data that is maintained on our</p>

	investments is protected by LGPSC's cyber security arrangements.
Investment managers including LGPSC	<p>We receive data by email (that is protected by WCC IT security measures) that normally requires a log in to the relevant manager's password protected website and any changes in access to these websites is agreed by an authorised signatory.</p> <p>We complete payment instructions to the BACS system after appropriate authorisation. Our inputs are protected by Barclay's cyber security arrangements.</p>
Additional voluntary contribution (AVC) providers – (currently Scottish Widows / Utmost Life and Pensions)	We send and receive data by email (that is protected by WCC IT security measures).
Actuary – (currently Mercer)	<p>We upload and receive employer cashflow / documents / schedules data via Mercer - Sign In (okta.com)</p> <p>We supply member data actuarial valuation extracts via Mercer's secure email using a password and code that has been supplied in an email (that is protected by WCC IT security measures) from Mercer.</p>
Provider of pensions tax workshops – (currently Aon)	We send and receive data by email (that is protected by WCC IT security measures).
External auditor – (currently Grant Thornton)	We send and receive data by email (that is protected by WCC IT security measures). Grant Thornton also has its own security system to receive information

	that is password protected as well as its own cyber security measures.
LGPS National Insurance database – (South Yorkshire Pensions Authority)	We upload and receive data via National Insurance database Fund sign in (findlgpension.org)
Administering authorities of other LGPS funds (or their agents, such as third-party administrators) where you have been a member of another LGPS fund and the information is needed to determine the benefits to which you or your dependants are entitled	We send and receive data by email (that is protected by WCC IT security measures).
Government departments	<p>We provide data to the Finance Survey of Pensions (quarterly submission) via the Office of National Statistics' secure website that is password protected: https://surveys.ons.gov.uk/sign-in.</p> <p>We also provide a year-end financial return to the Local Government Finance Data Collection Data, Analysis & Statistics Division via DELTA, a secure website which is password protected: https://delta.communities.gov.uk/login#</p>
The Cabinet Office – for the purposes of the National Fraud Initiative	We email (that is protected by WCC IT security measures) data to internal audit who upload it to the NFI secure site.
HMRC	Tax codes are received and automatically updated via Altair (that is protected by Heywood's cyber security arrangements and our login controls re our staff accessing Altair).

	RTI files are sent via Altair (that is protected by Heywood's cyber security arrangements and our login controls re our staff accessing Altair).
Local and foreign courts, tribunals and arbitrators, other judicial committees of enactments of laws, including the Courts of England and Wales for the purpose of processing pension sharing orders on divorce.	We send and receive data by email (that is protected by WCC IT security measures).
Persons in connection with any transfer of employment of a scheme member or members under TUPE which results in a transfer out of this scheme to another pension scheme	We send and receive data by email (that is protected by WCC IT security measures).
Members	We send and receive data by email (that is protected by WCC IT security measures).
Employers	<p>We send and receive data by email (that is protected by WCC IT security measures).</p> <p>Some payroll providers employ additional cyber security measures like password protecting attachments or using bespoke portals.</p> <p>Liberata (WCC's and other employers' payroll provider) drop spreadsheets into an application called Transform. We (the relevant officer if a report, otherwise pensions@worcestershire.gov.uk) are notified by email (that is protected by WCC IT security measures) that files are there for us.</p>
National LGPS Frameworks' member data services for address tracing and mortality screening	We send and receive data via a secure portal run by Target Professional Services (UK) Limited . Their file transfer system (DataSafe) is hosted on their own

	<p>server within a UKFAST data centre which is ISO 27001 certified, secure to government IL4 standards and designed specifically for government organisations. We are provided with a log in for each user giving access to the system. The system provides an automatic email advice when data is either uploaded or returned by Target. Built into the system is an automatic email warning if transferred data has not been downloaded within predetermined timescales.</p>