

Non-Executive Report of the: Pensions Committee Wednesday, 13 March 2019	
Report of: Corporate Director, Resources	Classification: Open (Unrestricted)
Pension Scheme Administration Update	

Originating Officer(s)	Tim Dean
Wards affected	(All Wards);

Executive Summary

This report covers the activities and performance of the Pensions administration team.

Recommendations:

The Pensions Committee is recommended to:

1. Note the information provided in this report in respect of the scheme administration and the performance metrics.

1. REASONS FOR THE DECISIONS

- 1.1 The report asks the Board members to note the activities and performance of the Pensions Administration team.

2. ALTERNATIVE OPTIONS

- 2.1 The report asks the Board solely to note the activities and performance of the Pensions Administration team and therefore its members are not required to consider any alternative options.

3. DETAILS OF THE REPORT

4. STAFFING

- 4.1 There have been no changes to the staffing situation since the last committee report in November 2018.

5. ACTIVITY AND PERFORMANCE

- 5.1 The activity levels and performance against service standards are reported in the appendices to this report.
- 5.2 Activity levels and performance are monitored on a monthly basis. Appendix 1 gives a summary of the performance during the current financial year.
- 5.3 Overall, in the third quarter of 2018/19, the Pensions team has completed 89.92% of its workload in line with the services standards measured by the performance indicators.
- 5.4 This is an improvement from the 85.66% completed in line with service standards during the 2017/18 year, and an improvement of the second quarter figure of 87.91%.

6. OUTSTANDING WORK

- 6.1 Deferred Benefits to be calculated – 26. In most of these cases we are waiting for information from external payroll providers or for incoming transfers to be processed.
- 6.2 Refunds to be calculated – 21. In most of these cases we are waiting for information from external payroll providers.
- 6.3 Possible incoming transfer currently being processed – 168. In these cases we are either waiting for a response from the transferring scheme, waiting for a response from the member, or waiting for payment of the transfer.

7. CHANGES TO THE PENSION SCHEME REGULATIONS

- 7.1 The Local Government Pension Scheme Regulations have been amended to allow early access to benefits between the age of 55 and Normal Retirement Date for deferred members who left before 1 April 1998.

8. SCHEME EMPLOYERS

- 8.1 Staff working in the council's Community Equipment Store will be transferring to Medequip Assistive Technology on 1 April 2019.
- 8.2 We are in the process of completing an admission agreement with Medequip.

9. EQUALITIES IMPLICATIONS

- 9.1.1 There are no specific equalities implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration.

10. COMMENTS OF THE CHIEF FINANCE OFFICER

10.1 There are no financial implications arising from the contents of this report.

11. COMMENTS OF LEGAL SERVICES

11.1 The Pensions Committee is required to consider pension matters and ensure that the Council meets its statutory duties in respect of the fund. It is appropriate having regard to these matters for the Committee to receive information from the Pensions Administration team about the performance of the administration function of the pension fund.

11.2 When carrying out its functions as the administering authority of its pension fund, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don't (the public sector duty).

Linked Reports, Appendices and Background Documents

Linked Report

- NONE.

Appendices

- Appendix 1 – Activity and performance.

Local Government Act, 1972 Section 100D (As amended)

List of “Background Papers” used in the preparation of this report

List any background documents not already in the public domain including officer contact information.

- NONE

Officer contact details for documents:

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