



LOCAL PENSION BOARD

17 SEPTEMBER 2018

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

ADMINISTRATION AND COMMUNICATION STRATEGY REVIEW

Purpose of the Report

1. The purpose of this report is to inform the Board on the outcome of the consultation on the Pension Fund's Administration and Communication strategy.

Background

2. The Local Government Pension Scheme Regulations 2013 requires the Pension Section to have an Administration and Communication strategy.
3. The previous version of the strategy was dated April 2016.

The aim of the administration element of the strategy is to set out the quality and performance standards expected of Leicestershire County Council in its role as administering authority and the Fund's employer responsibilities.

4. The communication strategy element details how the Pension Section communicates with a number of different parties including scheme members and employers.
5. At the end of the strategy document it includes the Pension Section's performance targets and service level agreement. This section is especially important as it details timescales to be achieved by the Pension Section and Fund employers with potential financial implications if these are not achieved.
6. In March 2018 the Local Pension Board considered a revised Strategy which was subsequently subject to a four week consultation period in which the Fund's employers feedback was considered and incorporated.
7. There was only one written response from Rutland Council Human Resources Department confirming they had no issues with the document. No other comments were received.

8. Subject to approval, the revised strategy, which is appended to the report, will be implemented from the 1 October 2018.

Changes to the 2016 version

9. There are three key changes to the 2016 version.

Administrative charges to members

Whilst the Pension Section has charged scheme members for divorce calculations for a number of years and additional estimates since April 2017, these charges have not been incorporated into the strategy document. For completeness the charges for 2018/2019 are included. The Strategy allows for future increases to the charges, linked to annual CPI rises.

General Data Protection Regulations

The General Data Protection Regulations (GDPR) came into force in May 2018. GDPR is incorporated in the revised version.

Data Improvement Plan – Monthly Posting

The Pension Regulator governance and administration requirement, under the Public Services Pensions Act 2013, requires Funds to improve data quality.

The Leicestershire Fund has developed a data improvement plan. The main improvement is the implementation of monthly postings, by all the Fund's employers, by the 31 March 2020.

The new administration and communication strategy includes implementation of monthly postings for all the Fund's employers. All employers will be sent a copy of the new strategy and reminded of the 31 March 2020 deadline for all fund employers to adopt monthly postings.

Recommendation

10. It is recommended that the Board approves the revised Administration and Communication Strategy.

Equal Opportunities Implications

None specific

Appendix

Appendix – The new Administration and Communication Strategy dated 1 October 2018

Officers to Contact

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