

## Pension Fund Committee

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<b>Title:</b>	Pensions Administration Strategy
<b>Date:</b>	Wednesday 31 May 2017
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<b>Local members affected:</b>	N/A

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### Summary

Regulation 59 of The Local Government Pension Scheme Regulations 2013 enables an administering authority to prepare a written statement of the authority's policies (its pension administration strategy) in relation to:

- procedures for liaison and communication with Scheme employers in relation to which it is the administering authority;
- the establishment of levels of performance which the administering authority and its Scheme employers are expected to achieve in carrying out their Scheme functions by-
  - the setting of performance targets,
  - the making of agreements about levels of performance and associated matters, or
  - such other means as the administering authority consider appropriate
- procedures which aim to secure that the administering authority and its Scheme employers comply with statutory requirements in respect of those functions and with any agreement about levels of performance;
- procedures for improving the communication by the administering authority and its Scheme employers to each other of information relating to those functions;
- the circumstances in which the administering authority may consider giving written notice to any of its Scheme employers under Regulation 70 (additional costs arising from Scheme employer's level of performance) on account of that employer's unsatisfactory performance in carrying out its Scheme functions when measured against levels of performance established;
- the publication by the administering authority of annual reports dealing with-
  - the extent to which that authority and its Scheme employers have achieved the levels of performance established, and

- such other matters arising from its pension administration strategy as it considers appropriate; and
- such other matters as appear to the administering authority after consulting its Scheme employers and such other persons as it considers appropriate, to be suitable for inclusion in that strategy.

Buckinghamshire County Council Pension Fund implemented a Pension Administration Strategy with effect from 1 June 2010. LGPS Regulations require the Strategy to be kept under review.

## **Recommendation**

**Members are asked to consider and comment on this report**

**Supporting information to include the following if a decision is being requested:**

### **Resource implications**

The pension administration strategy and accompanying Service Level Agreement are vital documents to assist both the administering authority and Scheme employers with the requirements of administering the Scheme. In the long term they will help to keep administration costs at a reasonable level and ensure costs are fair across all employers. The Pension Regulator encourages participation with Scheme employers to ensure they understand the key events and information they have to provide. If an employer fails to provide the required information, additional administration costs may be recovered from the employer and the reporting of a breach to The Pension Regulator can be considered.

### **Legal implications**

N/A

### **Other implications/issues**

N/A

### **Feedback from consultation, Local Area Forums and Local Member views (if relevant)**

The revised Strategy and Service Level Agreement have been issued to all Scheme employers for comments and have also been presented to the Pension Board. Where appropriate, comments received have been incorporated into the final documents.

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## **Background Papers**

Appendix A – Pensions Administration Strategy

[Timeline LGPS Regulations 2013](#) (see Part 2 Regulation 59)

[http://www.buckscc.gov.uk/media/4508731/sla\\_bccpf-scheme-employers-2017\\_v1.pdf](http://www.buckscc.gov.uk/media/4508731/sla_bccpf-scheme-employers-2017_v1.pdf)

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