



# Report to Pension Fund Board

**Date:** 23 July 2020

**Reference number:** N/A

**Title:** Annual Benefit Statements – Administration Year End Update

**Relevant councillor(s):** N/A

**Author and/or contact officer:** Sam Price, Assistant Pensions Administration Manager

**Ward(s) affected:** N/A

**Recommendation:** The Board is asked to **NOTE** the content of this report.

## Executive summary

- 1.1 Regulation 89 of the Local Government Pension Scheme Regulations 2013 require an administering authority to issue an annual benefit statement no later than 5 months after the end of the Scheme year to which it relates (31 August). The purpose of this report is to inform the Board of the position of the Buckinghamshire Council administering authority as at 7<sup>th</sup> July 2020.

## Content of report

### 1.2 **Outstanding Returns**

As at 13 July 2020, 2 employers are yet to submit their annual return for 2019/20. One has now been issued with a fine for non-submission and the other is an employer who is still in the process of completing the legal agreements to be an admitted body. The team are continuing to liaise with this employer to receive the return.

### **Employers processed**

Returns from 159 employers have been processed and have no queries relating to the 2019/20 return however 4 have outstanding queries relating to previous years. Therefore only 155 of these are 'clean' employers where there were no queries or

any queries have now been resolved, records have been updated and these are ready for annual benefit statements to be issued.

A further 27 returns from employers have been processed and have queries relating to the data provided. These queries have been sent to employers and the team are liaising in order to resolve these issues.

The following queries have resulted in cases being created and investigated by the team

	<b>Total new cases created between 1 April &amp; 13 July 2020</b>	<b>Total cases completed between 1 April &amp; 13 July</b>	<b>Cases outstanding</b>
Query arising from data provided on return	707	304	<b>403</b>
New starter identified from return	183	146	<b>37</b>

Of the queries resolved, 100% of the queries arising from data provided on the return have been cleared by the Employer Liaison Team within 10 working days upon receipt of the response & 98 % of the new starters identified were updated on the system within 10 working days upon receipt of the required information from the employer.

### **Returns to be processed**

The remaining 66 returns are currently being processed by the Employer Liaison Team & Systems Team.

### **Annual Benefit Statements**

It is expected that the statements for the 155 'clean' employers will be issued to scheme members via 'My Pension Online' from early August. Going forward after this date statements will be issued once each employer return is processed and any queries cleared.

Around 24<sup>th</sup> August 2020, statements for all remaining employees will be issued with those that have a query outstanding being suppressed so no statement can be issued.

The 276 statements for active scheme members who have opted out of the online service will be printed and posted week commencing 24<sup>th</sup> August 2020.

## Outstanding queries relating to previous year returns

The table below provides a breakdown of the outstanding queries that relate to previous year end returns. The Employer Liaison Team reduced these queries by 50% during the 2019/20 scheme year. The team continue to contact employers to try and resolve the outstanding queries.

	Cases outstanding
Pre 2016	86
2015/2016	9
2016/2017	3
2017/2018	24
2018/2019	284
TOTAL	406

A breakdown of these outstanding cases will be provided to Board in the October 2020 meeting including the new queries arising from the 2019/20 return that have not been resolved in order to produce an annual benefit statement.

## Other options considered

1.3 N/A

## Legal and financial implications

1.4 It is a requirement of the LGPS Regulations 2013 that an administering authority issue a scheme member with an annual benefit statement no later than 5 months after the end of the scheme year to which it relates (31 August).

1.5 There are no financial implications.

## Consultation and communication

1.6 N/A

## Next steps and review

Board policies are reviewed annually.

## Background papers

N/A

## Your questions and views (for key decisions)

If you have any questions about the matters contained in this report please get in touch with the author of this report. If you have any views that you would like the cabinet member to consider please inform the democratic services team. This can be done by telephone [01296 382343] or email [democracy@buckinghamshire.gov.uk]

