

Item 16 – Appendix 8 June 2013 Committee LGPS 2014 Project Plan Note

The LGPS 2014 will bring a radical change as to how pensions in Local Government will be administered going forward. Not only is there a different approach in the benefit structure with the introduction of a career average scheme but the continuing protections for existing members will require constant managing.

Also the proposed cost controls regulations could lead to the constant changing of accrual rates that would produce further complications for members.

To combat the initial changes that lie ahead a project plan has been set up to cover all areas initially affected by the forthcoming changes.

The regulations were initially expected to be in place by April 2013 but although a series of consultations on draft regulations have taken place, no actual regulations are expected until the end of June 2013. As some of the main details of the scheme are known some work in preparation is being done.

The biggest problem is that the longer it takes to get the regulations finalised, the later any software releases will be made available thus condensing the timescales for activating our plan of action.

The information below sets out the areas that have been identified as essential to manage the change.

Pension Area	New Scheme Implications
Technical	<p>Department for Communities and Local Government are currently working on a series of draft regulations and have indicated that they intend to issue actual regulations in June 2013</p> <p>The regulations for the 2014 Scheme are to be implemented from 1 April 2014</p> <p>Benefit Structure Administration Transitional Governance and Cost Sharing</p> <p>Whilst the first three are required for the 1 April 2014 start date the last set of regulations will be introduced later as they are connected with the changes to the other public sector schemes</p> <p>The Technical Team will be giving instruction and guidance to all the other areas below</p>
Communication	<p>This is a key area going forward as information must be issued on a timely basis to the relevant sections</p> <p>The Local Government Association [LGA] is currently working on producing different forms of media.</p> <p>Written Website Visual</p>

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	<p>Avon Pension Fund is represented on the LGA website working group</p> <p>The South West Area Pension Officers Group are currently setting up groups to look at areas for collaborative working</p> <p>The Avon Pension Fund website is being regularly updated as more information is released</p> <p>A newsletter will be issued to scheme members</p> <p>Communications will ensure production of all medias required</p>
Systems	<p>Before the new scheme regulations are implemented the administration software will require updating and this will require managing to enable a smooth transition</p> <p>The Systems team will liaise with Heywoods our software provider to get their expected timescale for the new scheme release. Avon Pension Fund have volunteered to be one of the test sites which will enable us to have advanced access to the new software</p> <p>Pension staff will be trained on the new release</p>
Employers	<p>The employers will be key to the successful transition of the new scheme. Employers will need to be given full details of the new scheme benefits and also the administration changes that need to be taken on board once the scheme is operational</p> <p>Employers will be requested to provide venues for employee roadshows</p>
Scheme Members	<p>The new scheme introduces radical changes for the scheme member and</p> <p>Website Including video clips Newsletter Roadshows Overview of changes</p> <p>Clinics: Following the implementation of the new scheme there will be the need for the resumption of more specific individual sessions especially for those nearing retirement</p> <p>The new Data Quality Team will monitor and manage office workflow during this period as pension staff including many from the benefits team will be given training on the new scheme changes and presentations before going out to give the presentations to the scheme members.</p>

The following table shows the relevant activities over the next few months

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	Communications	Systems	Employers	Employees		
Apr-13	Contact LGA for timescales					
May-13	Consultation and Draft Regs [LGPS 2013/ Transitional/ Miscellaneous]					
Jun-13						
Jul-13	Actual Regs + Consultation Governance Admin Regs	Contact Heywoods for LGPS2014 software release timetable	Organise Venues for Presentations	Employee Presentations		
Aug-13						
Sep-13	Prepare Newsletter	Altair Release:	Training on General Implications	Prepare and define/train staff		
Oct-13						
Nov-13						
Dec-13	Distribute Newsletter	Testing and staff training on release	Operational Letters	Factsheets		
Jan-14						
Feb-14						
Mar-14			Additional Presentations	LGPS 2014 Training on Operational		
IMPLEMENTATION DATE						
Apr-14				implications		
May-14		Altair Review		Employee Presentations		
Jun-14						