

WORK PLANS AS AT DECEMBER 2010 - APPENDIX 2

WORKPLAN - PENSION ADMINISTRATION TO 31 MARCH 2011

Project	Proposed Action	Report
<p>Member & Employer Access – change of provider to Heywood</p>	<p>Contract with Gandlake not renewed in October 2010 - moved to the Heywood facility for member and employer access which has additional facilities such as a pensions calculator and two-way portal which had not been developed by Gandlake.</p> <p>Member access successfully and seamlessly switched over in October 2010. Employer access is expected to be available in early 2011 and will allow Employers to do their own member estimates and Strain on the Fund costs calculations for redundancies.</p>	<p>Dec 2010</p>
<p>Administration Strategy/ Partnership (SLA) Agreements</p>	<p>Consultation with employers on the Administration Strategy document took place in October 2010. The final draft is being submitted to the Pensions Committee for approval at this meeting and will be rolled out to employers in January 2011 to become effective from 1st April 2011. Work on agreeing replacement or new SLAs will begin in early 2011 and a push on EDI will continue, to be in place for all Employers in 2012 (see below)</p> <p>The Strategy incorporates communication, employer staff training and technological enhancement /development (e.g. Electronic Data Interface (“EDI”) Monitoring) Regular review meetings will be integral to a successful process. The document is a positive way forward to improve ongoing working between the Fund and its 110 diverse employers.</p> <p>The Strategy will also allow the Fund to pass on to Employers extra costs where their failure to supply information causes a disproportionate amount of work by Pensions or where “monetary fines” are incurred as a result of that employer’s poor performance. Additional costs will be only passed on as a “last resort.”</p>	<p>Dec 2010</p>
<p>EDI - auto designer interface</p>	<p>EDI is included in then Administration Strategy work more closely with Fund employers with target dates in 2012 for all employers to provide data electronically.</p>	<p>N/A</p>
<p>Post Hutton Review changes</p>	<p>Following the Hutton Review draft legislation on revision to the benefit structure of the LGPS is expected in March 2011. The changes however are not expected to be effective for a couple of years. A full report will brought to Committee at the appropriate time on the detail and the changes required to administer the Avon Pension Scheme.</p>	<p>June 2011</p>
<p>Data cleanse (following Actuarial Valuation)</p>	<p>Data Cleansing is continuing following data reconciliation for the Actuarial Valuation for which errors and outstanding queries were dramatically reduced.</p>	
<p>Increased workload</p>	<p>With the expected downsizing by local authorities and other major employers a higher than normal level of work on estimates and benefit processing is expected in 2011 and two years beyond.</p>	<p>N/A</p>