



Local Pensions Board

Date:	Thursday, 14 April 2016
Time:	1.00 pm
Venue:	MERSEYSIDE PENSION FUND 7TH FLOOR, CASTLE CHAMBERS, LIVERPOOL L2 9SH

Contact Officer: Pat Phillips/Anne Beauchamp
Tel: 0151 691 8488/8608
e-mail: patphillips@wirral.gov.uk/annebeauchamp@wirral.gov.uk
Website: <http://www.wirral.gov.uk>

SUPPLEMENTARY AGENDA

4. ADMINISTRATION REPORT (Pages 1 - 4)

This page is intentionally left blank

WIRRAL COUNCIL

PENSIONS BOARD

14 APRIL 2016

SUBJECT:	PENSION ADMINISTRATION MONITORING REPORT
WARD/S AFFECTED:	NONE
REPORT OF:	PRINCIPAL PENSIONS OFFICER
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 The report provides the Pension Board with monitoring information on the key performance indicators in respect of the work undertaken by the administration team during the period 1 April 2015 – 31 March 2016.
- 1.2 The appendix to the report, the Pensions Administration Monitoring Report, contains exempt information. This is by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972, i.e. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

2.0 BACKGROUND AND KEY ISSUES

- 2.1 MPF provides a pension administration service to its active, deferred and pensioner membership base in conjunction with its constituent employers. The Administration team comprises three distinct service areas namely Member Services, Benefits & Payroll and Operations. The functions of each team are measured against performance standards documented within the Pension Administration Strategy and historic LGPS benchmarks in relation to specific case work.
- 2.2 In line with TPR Code of Practice there is a requirement for the Pension Board to be supplied with a schedule of Key Performance Indicators (KPIs) and a monitoring report on annual and special projects at all future meetings

3.0 RELEVANT RISKS

- 3.1 There are none arising from this report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 No other options have been considered.

5.0 CONSULTATION

5.1 There has been no consultation undertaken or proposed for this report. There are no implications for partner organisations arising from this report.

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

6.1 There are no previously approved actions outstanding.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 There are none arising from this report.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 There are none arising directly from this report.

9.0 LEGAL IMPLICATIONS

9.1 There are none arising from this report.

10.0 EQUALITIES IMPLICATIONS

10.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(b) No because there is no relevance to equality.

11.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

11.1 There are no carbon usage implications, nor any other relevant environmental issues arising from this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 There are none arising from this report.

13.0 RECOMMENDATION/S

13.1 That Board Members note the report.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 In line with TPR Code of Practice there is a requirement for the Pension Board to be supplied with a schedule of KPI s and a monitoring report on annual and special projects at all future meetings.

REPORT AUTHOR: **YVONNE CADDOCK**
Principal Pension Officer
telephone (0151) 2421333
email yvonnecaddock@wirral.gov.uk

APPENDICES

Exempt appendix 1

BACKGROUND PAPERS/REFERENCE MATERIAL

None

BRIEFING NOTES HISTORY

Briefing Note	Date

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

This page is intentionally left blank