

Pension Administration

Sarah Stevenson

Group Manager, Business Support Centre

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**Nottinghamshire
County Council**

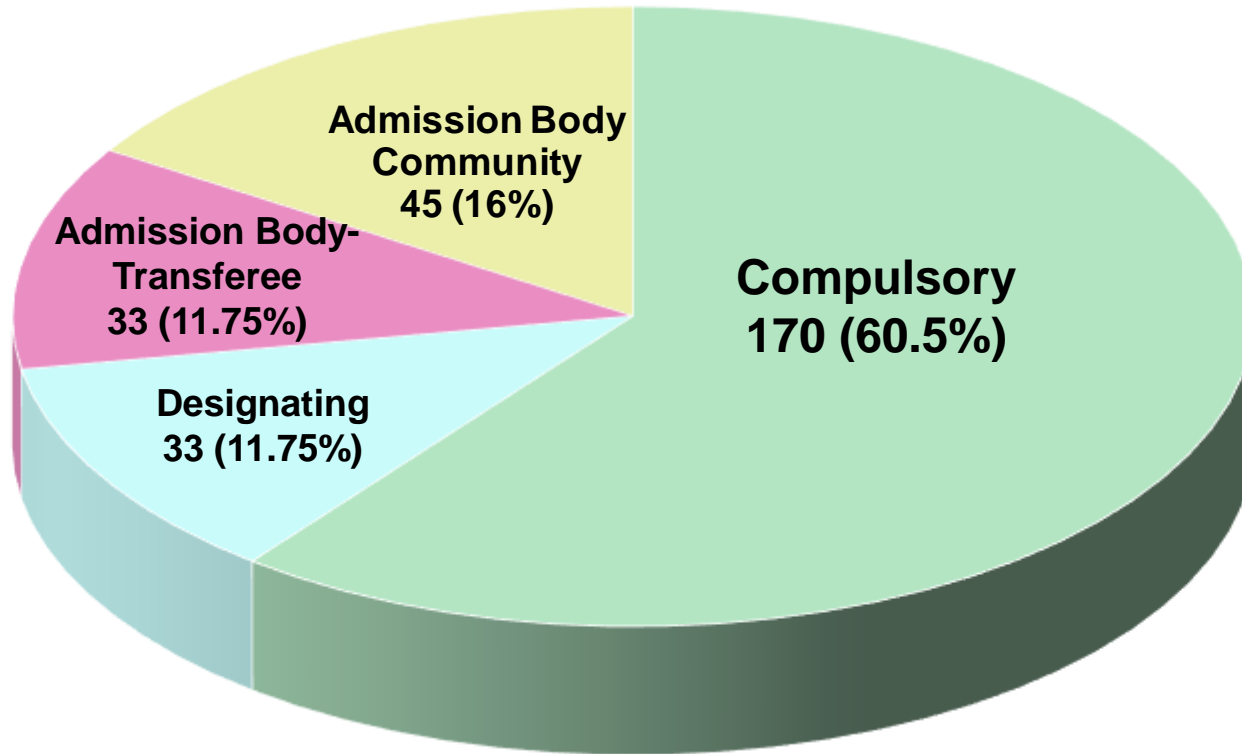
Nottinghamshire County Council

- Is the Administering Authority for the Nottinghamshire LGPS
- As well as being the largest scheme employer within the Fund
- The Pensions Office is part of the Business Support Centre which provides all financial and employee transactional services for Nottinghamshire County Council and a range of external clients.



Employer Breakdown

Total = 281

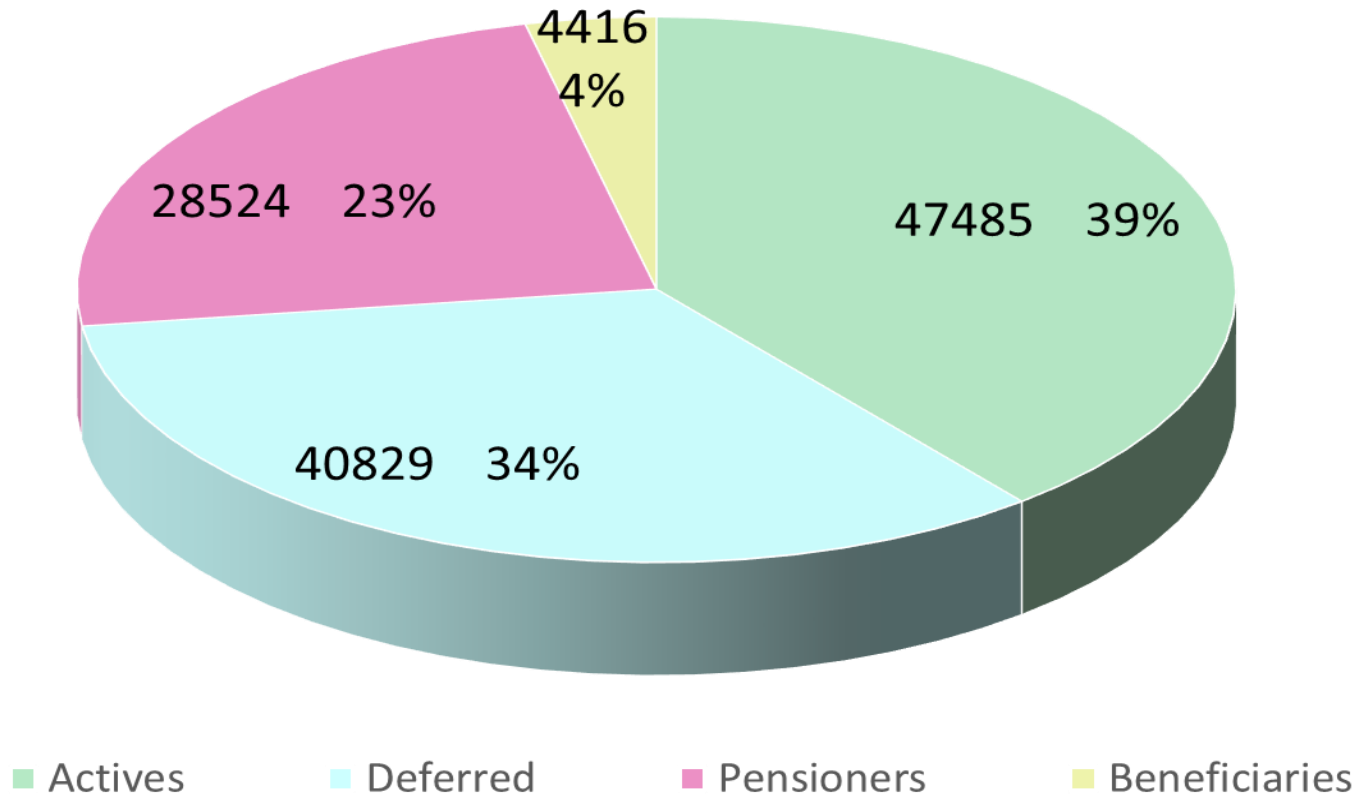


■ Compulsory ■ Designating ■ Admission Body - Transferee ■ Admission Body - Community



Breakdown of Fund Membership

Total = 121254



The Pension Office is comprised of three teams

- Technical and Regulations Team
- Pensions Administration
- Employer Support and Compliance

Pension Administration System

- Collaborative procurement, shared costs with 9 other Administering Authorities
- Civica Universal Pension Manager (UPM)
- Implemented November 2014

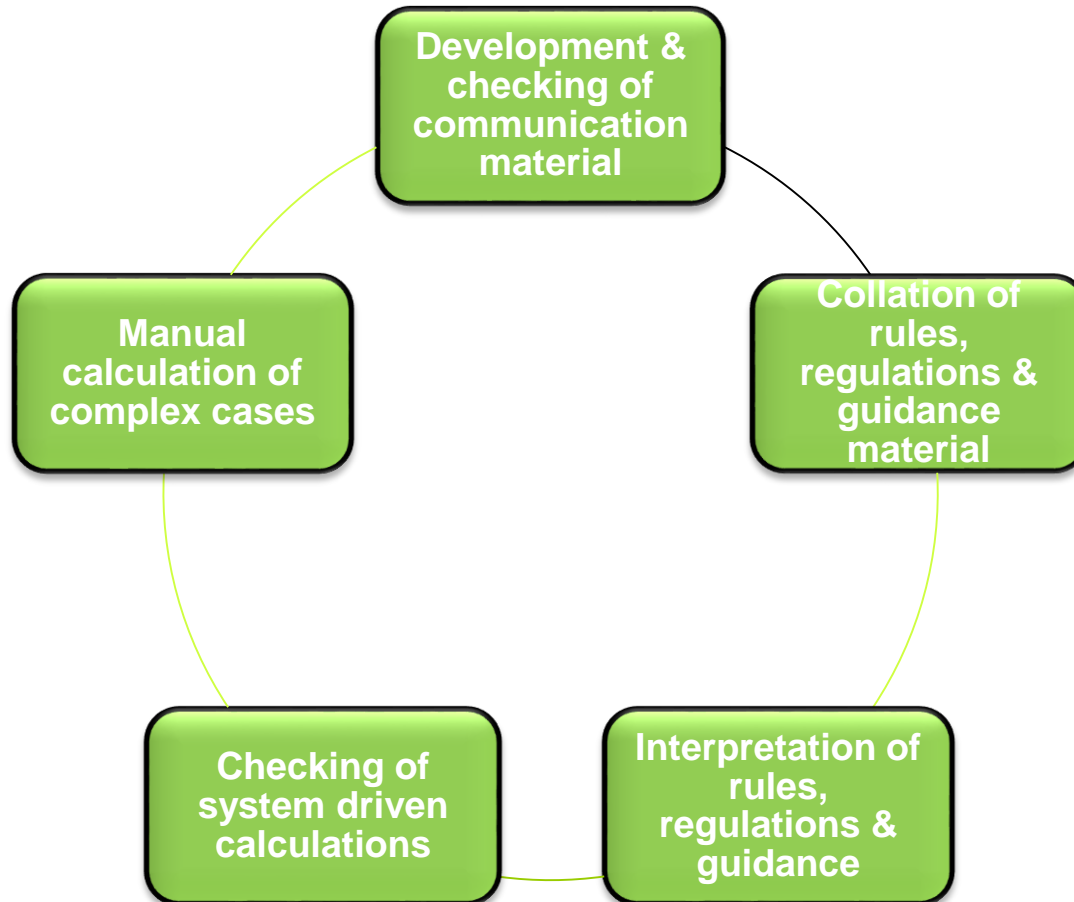


Technical and Regulations

- Provide regulation support & advice to:
 - Pension Office
 - Business Support Centre
 - Nottinghamshire County Council Human Resource
 - Scheme Employers



What do the Technical and Regulations Team do?



Technical and Regulations



Use

- Civica Universal Pension Manager
- SAP Payroll



User Groups & Technical Support

- EMPOG
- AVC –Prudential and Scottish Widows
- CIVICA
- LGPC
- Fund Actuary

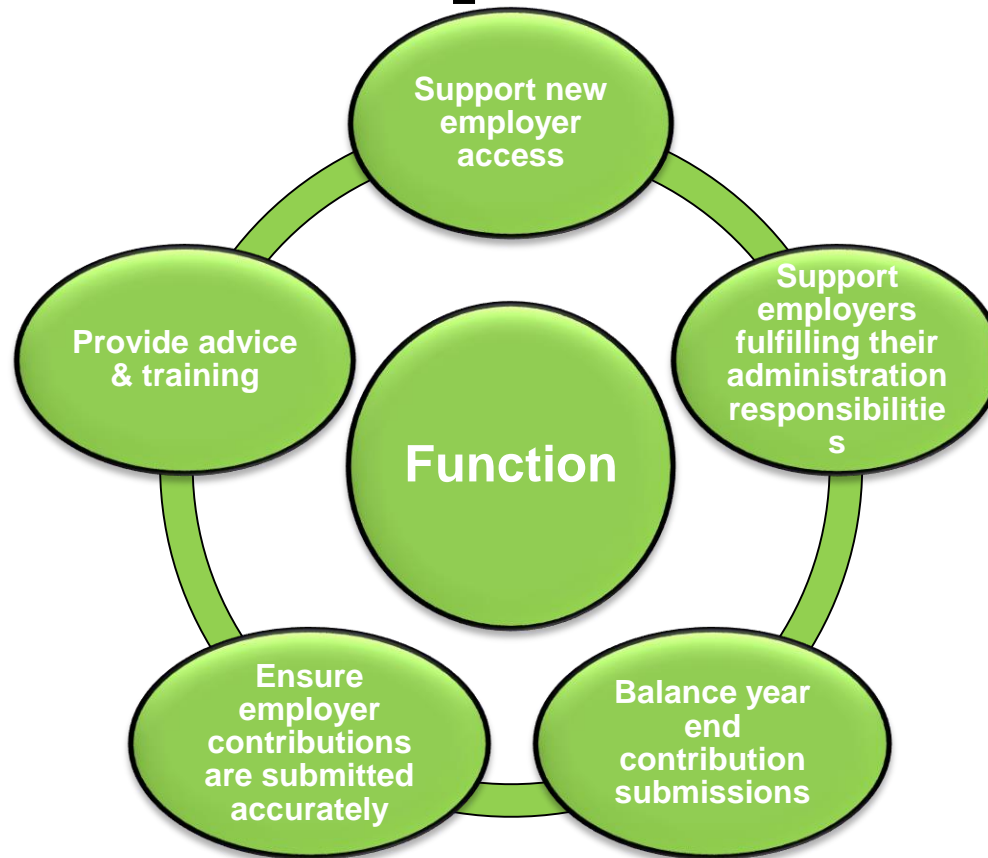


Access to

- Vast library of notes and contacts
- 54 years LGPS experience within the team



Employer Support & Compliance



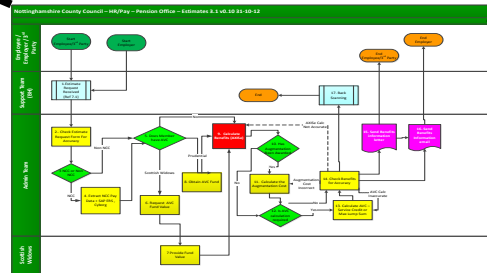
Pension Administration

Processing & Payment of:-

- Retirement Benefits
- Deaths/Dependants Benefits
- Transfers into and out of the Fund
- Refunds of contributions

Processing & Notification of:-

- Deferred Benefits
- Employee & Employer Estimates



Example Stats Feb15 - Mar16

- 2,121 retirements processed and paid
- 2,384 estimates produced



Developing New Website

- Website originally launched in 2006, undertaken a review and the redesigned website – phase 1 go live May 2016
- Collaborative approach with Digital Team and Pensions Office
- User friendly and customer focused, available on multiple devices
- Specific pages for Members and Employers – will route into secure portal
 - Members
 - Provide self service options to update certain personal details such as their address
 - Complete on line forms
 - Simulate pension estimate against certain criteria
 - Distribution of Annual Benefit Statements from August 2017
 - Scheme Employers
 - Direct access to employees pension record to enable records to be updated by the employer



Administration Strategy

- Administration Strategy
 - Key document to be developed over the next quarter
 - Set out the responsibilities and performance of the Administering Authority and Scheme Employers
 - Address compliance issues
 - Consultation with all key stakeholders
 - Due to be presented at Pension Board in September 2016

Questions?



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