

# Schemes in wind-up

Barnett Waddingham LLP can help to effectively and efficiently wind-up occupational pension schemes.

We provide administration services during wind-up for:

- pension scheme trustees
- independent trustees
- insurance companies

In addition, we can provide independent actuarial advice to employers, where we are not otherwise involved in providing services to the pension scheme trustees.

## Current position

There are thousands of schemes currently in wind-up. In addition, many schemes are closed and could ultimately end up in wind-up.

All of these schemes still have to comply with the requirements of pension legislation – discontinuance and winding-up does not provide exemption.

It is important to remember that many of the normal administration tasks will continue until the scheme has been completely wound-up, such as payroll, accounts, dis-investments, individual benefit calculations, Statutory Money Purchase Illustrations and annual pension increases.

## How can we help

We can tailor our services and advice to meet the specific objectives of each client. As well as the normal administration of the scheme, Barnett Waddingham can assist:

- with preparing and maintaining a detailed project plan which timetables all key events
- with providing member communications and/or presentations to members throughout the wind-up process
- in tracing lost members
- with reconciling guaranteed minimum pensions (GMPs) with the National Insurance Contributions Office (NICO) including using their Shared Workspace System
- to continue providing benefit statements each year for defined benefit schemes if requested. For example, for current employees of the sponsoring employer of the closed scheme
- legal advisers
- financial advisers

## Complexities

We understand that winding-up a pension scheme is a complex and potentially time consuming business. It is, therefore, our objective to reduce the burden faced by trustees by dedicating sufficient time, management and resource to make the complete process as effective as possible.

Some of the complexities involved include:

- **Delays in commencing wind-up**  
The scheme rules will determine how the wind up process is triggered. Lack of awareness by trustees can delay this process.
- **Delays in progressing the wind-up**  
There are often situations that administrators will need to be able to resolve even if this does not fit in with their usual methods of working.
- **Incomplete and inaccurate data**  
Employers can sometimes be unwilling and/or unable to provide assistance to the trustees – this creates difficulties at a time when co-operation is most needed.
- **Delays in completing final stages of the wind-up**  
Interest is often focused on setting up and transferring members to replacement arrangements rather than finalising the other aspects of the wind-up.

## Experience and expertise

Barnett Waddingham has many years' experience of dealing with schemes in wind-up, working on a wide variety of final salary and money purchase schemes directly for clients and on behalf of insurance companies.

We understand the need to be pro-active and we adopt a pro-active approach to ensure that winding-up is completed properly and efficiently.

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### Industry recognition

At Barnett Waddingham we have strong working relationships with the various government bodies involved in pension scheme closure and wind-up, such as NICO, the Pensions Regulator and the Financial Assistance Scheme and we receive excellent feedback. For example, NICO has praised the organised and structured approach taken by Barnett Waddingham when dealing with GMP reconciliations.

### Pension Administration

The main features of our service are:

- experienced staff, working in a dedicated team
- informed decision making – we can set out and explain the responsibilities and requirements of trustees to help them make their decisions
- a combined administration and actuarial service which can be tailored to fit the needs of individual clients
- client control of timescales and costs – instead of an open-ended commitment
- fixed fees for all stages of the winding-up process
- regular work management information tailored to the needs of each client
- a dedicated telephone helpline providing clients and members with information concerning the progress on the wind-up of a scheme.

As well as the administration tasks mentioned earlier, Barnett Waddingham can help with other tasks associated with the wind-up. These include adjusting members' benefits to equalise them between men and women and to answer data queries from buy-out providers.

It is common to choose providers on the commencement of a pension scheme, so why not on commencement of a wind-up? Barnett Waddingham is happy to provide details of our services for comparison with other providers.

### Barnett Waddingham Investments LLP

To ensure that clients receive a streamlined service, Barnett Waddingham Investments LLP, regulated by the Financial Services Authority, provides high quality, independent financial advice, to both companies and individuals.

Barnett Waddingham Investments LLP has experience in dealing with clients involved in wind-up and can help in the following areas:

- advice to members in respect of the transfer of their benefits on wind-up
- if required, advice and implementation of alternative pension arrangements
- specialist advice to senior executives and directors of the company.

The close contact between Barnett Waddingham Investments LLP and Barnett Waddingham LLP means that the lines of communication and provision of information between the trustees and individual members can be structured and co-ordinated to ensure that the decision making process is as efficient as possible.

### Summary

The following pension administration brochures are also available on our website:

- An Outstanding Service
- Accounting
- Annuity Purchase Service
- BWebstream Internet Services
- Closed Schemes
- Communications
- Consultancy
- DC Arrangements
- Data Testing and Cleansing
- IT and Systems
- Pensioner Payroll
- Pension Scheme Governance including Secretarial Services
- PPF Administration
- Record Keeping

### For further information

For more information about our services please contact your usual Barnett Waddingham contact or email: [pensionadministration@barnett-waddingham.co.uk](mailto:pensionadministration@barnett-waddingham.co.uk)

[www.barnett-waddingham.co.uk](http://www.barnett-waddingham.co.uk)

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