

Pensions Benefit Administration Support Services

Administration Services for Local Authority Pension Funds, their Participating Employers and other Public Sector Pension Funds.

Pension funds are subject to increasingly complex rules; in addition public sector funds have their own regulations, statutory requirements and guidance making them distinct in many ways from those in the private sector.

Barnett Waddingham has a specialist practice area within the firm recognising the unique nature of these funds and the regulatory environment which governs them. In addition to actuarial services, the practice area provides consultancy and support services for benefit administration.

Our teams provide clear, pragmatic and practical advice and assistance with fast turnaround times to all parties involved with these funds, supporting and complementing your in-house services and staff.

Our consultancy and support for benefit administration service includes:

- **Data integrity services** including audits, data cleansing, data correction plans in preparation for triennial valuations and large bulk transfers and preparation of ongoing maintenance plans
- Review of service delivery, data flow and work procedures to identify any **potential efficiencies**
- **Project management** for example for triennial and FRS17 valuations, bulk transfers, end of year contribution posting and annual benefit statement production
- **Employer liaison** including attendance at valuation meetings to explain and agree ongoing contributions, funding plans, exploration of issues affecting and management of employer security and ability to meet liabilities
- **Review of pension arrangements**, options under the LGPS and alternatives available
- Explaining, consulting and drafting responses for **regulatory consultations**
- Assistance and advice on **pension fund governance**
- **Committee reports and presentations** including report preparation, review of officer prepared reports, advice on policy implications and attendance at Committee meetings
- Assistance with **technical queries** and **Annual Allowance** and **Life Time Allowance** queries



- Completion of **IDRP Stage One** and **Stage Two** complaints
- **Technical text and communications** for pensioners, active members, employers, Principal Officers and Councillors such as newsletters articles, annual benefit statements, briefing notes, scheme literature, websites and 1:1 meetings
- **Review and production of Scheme documentation** including Pension Administration Strategies, Funding Strategy Statements and Designated/Resolution Body policies
- Advice and assistance with **discretionary policies and Policy Statements** and exercises to ensure each employing authority has an up to date Policy
- **Admission Body support** such as assistance with the admittance of new bodies, and termination of current admission agreements or bodies, including wording of admission agreements and negotiation of debt repayment plans
- **Training and mentoring** for staff, employers, Councillors and Scheme members
- **Administration support** including **short term skills and staff cover** and support for and development of in-house teams

Pensions Benefit Administration Support Services

Our Specialist Team

Are involved with the key bodies affecting decision making for public sector bodies and we strive to keep our clients ahead despite the rate of change of prevailing legislation and guidance.

For more information on these services or to discuss your **specific requirements**, please contact:



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