

	<p>Pension Fund Committee</p> <p>27 July 2020</p>
<p>Title</p>	<p>Pensions Administration Transition (PAT) Project update</p>
<p>Report of</p>	<p>Director of Finance</p>
<p>Wards</p>	<p>N/A</p>
<p>Status</p>	<p>Public</p>
<p>Urgent</p>	<p>No</p>
<p>Key</p>	<p>No</p>
<p>Enclosures</p>	<p>Appendix 1 – Project Board Update – Period 3 Appendix 2 – High Level Project Plan Appendix 3 – PAT Risk Register</p>
<p>Officer Contact Details</p>	<p>Nigel Keogh, Strategic Pensions Consultant and Transition Project Director Nigel.Keogh@barnet.gov.uk 07505074979</p>
<p>Summary</p>	
<p>Further to the decision taken by the Council on 3 March 2020 to transfer the administration of the Barnet Pension Fund from Capita to the West Yorkshire Pension Fund (WYPF). This paper updates the Committee on progress against the transition plan.</p>	
<p>Recommendations</p>	
<p>That the Pension Fund Committee is asked to note progress against the plan.</p>	

1. WHY THIS REPORT IS NEEDED

1.1 Further to the decision by the Council on 3 March 2020 to transfer the administration of the Barnet Pension Fund from Capita to the West Yorkshire Pension fund (under a Section 101 delegation to Bradford City Council (CBMDC)). This report updates the Committee on progress with the transition.

1.2 The Pension Administration Transition project will transfer the administration of the LGPS for the London Borough of Barnet Pension Fund membership and pensioner payroll service from Capita to WYPF. The project follows the identification of WYPF as the preferred provider to take on the service from Capita, as reported to the Policy and Resources Committee in February, and communicated to the Committee on 13 February.

1.3 The project covers all strands of the pensions administration services currently provided by Capita. The majority of those service strands will be transferred to WYPF, with contributions collection, reconciliation and monitoring reverting back to the Council. These changes will take effect by 31 October 2020.

1.4 The project is overseen by a Project Board, chaired by the Director of Finance and composing senior personnel from the Council, Capita and WYPF, alongside the Project Director. The Project Board last met on 23 June, and the highlight report presented to the board is attached at Appendix 1. The high level project plan is attached at Appendix 2 and the latest version of the risk register is at Appendix 3.

1.5 As the highlight report notes, good progress is being made across all workstreams, with the first major milestone (the first member data transfer and associated reports) being successfully achieved, with the process completed on 2 June 2020.

1.6 Project managers from the Council, WYPF and Capita will continue to meet weekly with the Project Director to ensure that the tasks identified across the five project workstreams are actioned in a timely manner, with a view to successful service transition on 1 November 2020, and to continually review the capacity of all parties to deliver the transition in light of the on-going pandemic.

2. REASONS FOR RECOMMENDATIONS

2.1 Not applicable in the context of this report.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

3.1 Not applicable in the context of this report.

4. POST DECISION IMPLEMENTATION

- 4.1 Officers will continue to monitor the progress of the transition and report back to the Committee. Representatives from WYPF will be invited to meet the Committee at a future meeting.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The Committee supports the delivery of the Council's strategic objectives and priorities as expressed through the Corporate Plan, by assisting in maintaining the integrity of the pension Fund by monitoring the administration and compliance of the Fund.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 The costs of transition will be met by the Barnet Pension Fund. These are limited to a small contribution to costs incurred by WYPF – all other costs are being met from existing resources by the relevant parties. The work identified above is being done within existing resources.

5.3 Social Value

- 5.3.1 Not applicable in the context of this report.

5.4 Legal and Constitutional References

- 5.4.1 The Local Government Pension Scheme Regulations 2013 place responsibility for the local administration of pensions and other benefits under these Regulations on the administering authority, which is the London Borough of Barnet.
- 5.4.2 The Council's Constitution – Article 7 – includes within it the responsibilities of the Pension Fund Committee. It is therefore considered appropriate for the Pension Fund Committee to receive this report.

5.5 Risk Management

- 5.5.1 Risk management is central to the LGPS. LGPS pension funds are in themselves risk management tools, managing the risk that future employer income streams will be able to meet future pensions liabilities by creating a reserve from which future liabilities will be met. Good governance is essential to managing the risks of the pension fund.

5.6 Equalities and Diversity

5.6.1 Pursuant to the Equality Act 2010, the Council is under an obligation to have due regard to 1) eliminating unlawful discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; 2) advancing equality of opportunity between persons who share a relevant 'protected characteristic' and those who do not share it; and 3) fostering good relations between persons who share a relevant 'protected characteristic' and persons who do not share it. The 'protected characteristics' are: age, disability, gender reassignment, pregnancy, and maternity, race, religion or belief, sex and sexual orientation. The Council also has regard to the additional protected characteristic of marriage and civil partnership even though this does not apply to parts 2) and 3) (above) of the public-sector equality duty.

5.6.2 The rules governing admission to and participation in the Pension Fund are in keeping with the public-sector equality duty. The Public Sector Equality Duty requires public authorities in carrying out their functions, to have due regard to the need to achieve the objectives set out under s149 of the Equality Act 2010. Good governance arrangements will benefit everyone who contributes to the fund.

5.7 Corporate Parenting

5.7.1 Not applicable in the context of this report.

5.8 Consultation and Engagement

5.8.1 Where relevant, consultation and engagement is discussed in the paper.

5.9 Insight

5.9.1 Not applicable in the context of this report.

6. BACKGROUND PAPERS

6.1

<https://barnet.moderngov.co.uk/documents/s57962/Pension%20Fund%20Administration.pdf>