

# Warwickshire Local Pension Board

## Administration Strategy

### 1 Recommendations

- 1.1 That the Local Pension Board notes and comments on the draft Administration Strategy.

### 2 Executive Summary

- 2.1 The administration strategy sets out the policies and performance standards to which the pension fund administration service operates, including expectations in respect of employer performance.
- 2.2 A key element of the strategy is around how the Fund acts in cases where standards are not met by employers, for example persistent late payment of contributions or poor data quality. The Fund will continue to take a positive and pro-active approach to performance management, but it is necessary to have the facility to take action when other efforts have not succeeded. Section 6 and Appendix 1 include proposals around the recovery of costs and charging of interest in certain circumstances.
- 2.3 This document will be used as a live reference point to ensure standards are being met and it will be reviewed annually to ensure it remains fit for purpose.

### 3 Financial Implications

- 3.1 None.

### 4 Environmental Implications

- 4.1 None.

### 5 Supporting Information

- 5.1 None.

### 6 Timescales and Next Steps

- 6.1 The strategy will be shared/consulted with employers for comment and ultimately approved by the Staff and Pensions Committee.

### Appendices

Appendix 1 – Draft Administration Strategy

### Background Papers

None.

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The report was circulated to the following members prior to publication:

Local Member(s):

Other members: