

Isle of Wight Fire & Rescue Authority - Pensions Issues Log

	Mar-18	Jan-18	Nov-17	Sep-17	Jul-17	Jun-17	May-17	Jan-17	Nov-16
open issues	25	25	24	26	26	26	28	25	29
of which:									
RED	7	1	1	1	4	8	11	9	12
AMBER	9	11	9	10	11	10	10	6	7
GREEN	2	9	8	11	6	3	4	9	5
CLOSED	7	4	6	4	5	5	3	1	5
UNRANKED	0	0	0	0	0	0	0	0	0
	25	25	24	26	26	26	28	25	29

closed issues	36	32	26	22	17	12	9	9	4
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Updated  
10 May 2018

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Jan-18)	previous status (Nov 17)
3	I	Sep-16	Discretionary Powers Policy	Review and revision of IOWFRS discretionary powers required, including items 3a - 3f below	<p><b>UPDATE 27/9:</b> seek guidance from LGA/Hampshire as to what discretions there are and what policies we should have. Identify what we currently have to determine whether fit for purpose. Identify where treatment is incorrect/inconsistent and formulate corrective action both in terms of policy update and member impact.</p> <p><b>UPDATE 09/01/17:</b> HR colleagues have identified a list of policies in place. Work to be undertaken to determine fitness for purpose. Report to be made to Pension Fund Committee as soon as possible.</p> <p><b>UPDATE 20/3/17:</b> No further progress. CS to follow up</p> <p><b>UPDATE 05/06/17:</b> Claire has copy of HFRA policies, will adapt to IOW and pass to Clr Hutchinson for <b>approval</b></p> <p><b>UPDATE 10/07/17:</b> Firefighters pensions scheme Discretionary Provisions Policy drafted. to send to Nigel P for review</p> <p><b>UPDATE 24.8.17:</b> Feedback received, policies nearing completion in readiness for approval.</p> <p><b>UPDATE 13/11/17:</b> policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p> <p><b>UPDATE 31/01/18:</b> Claire, Matt and Nigel to meet within next few weeks to finalise policies.</p> <p><b>UPDATE 26/3:</b> policy launched in document library</p>	Claire Shand	28-Feb-18	CLOSED	GREEN	GREEN

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Jan-18)	previous status (Nov 17)
3a	I	Sep-16	Continual Professional Development (CPD) scheme payments	<p>Regulation [18(1d)] provides for CPD payments to be pensionable on the determination of the employer. NJC collective agreement as per NJC circular 03/07 appendix A</p> <p><a href="http://www.local.gov.uk/c/document_library/get_file?uuid=3cbb554c-6964-49b3-a254-6116ff09cb03&amp;groupId=10180">http://www.local.gov.uk/c/document_library/get_file?uuid=3cbb554c-6964-49b3-a254-6116ff09cb03&amp;groupId=10180</a></p>	<p>This circular informed FRAs of the agreement reached within the NJC for Local Authority Fire and Rescue Services on the introduction of the national Continual Professional Development Scheme, and confirmed payments in relation to that Scheme were pensionable (as set out in paragraph 19 of the scheme).</p> <p><b>UPDATE 10/11:</b> It appears that IOWFRS has been treating CPD payments as pensionable and collecting contributions thereon, however this policy does not appear to be documented. Added issue in that it appears as though CPD payments have been incorrectly deducted from final salary figures when pensions have been put into payment.</p> <p><b>UPDATE 09/01/2017:</b> dependent on review of policy, treatment identified as wrong above (i.e. exclusion from final salary for benefit purposes) may not in fact be wrong, provided that we are calculating Additional Pension Benefits on said contributions, which we are not. Issue: do not know how to process APB on Altair system.</p> <p><b>UPDATE 20/3/17:</b> Agreed need to determine the policy position first before able to apply remedy as required. Appears that temporary promotions have been treated appropriately and therefore require no action but CPD payments will need a policy decision on whether to refund contributions or be treated as APB. To follow up with JT on her return to work.</p> <p><b>UPDATE 05/06/17:</b> HFRS continue to treat CPD as pensionable payment. IOW do collection pension contributions on CPD payments, but not treated as APB. Claire/Anthony to update policies, for Clr Hutchinson to approve. Still need to determine how to record APB on Altair.</p> <p><b>UPDATE 10/07/17:</b> confirmed that CPD will be pensionable within draft discretions policy.</p> <p><b>UPDATE 13/11/17:</b> policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p> <p><b>UPDATE 31/01/18:</b> Claire, Matt and Nigel to meet within next few weeks to finalise policies.</p> <p><b>UPDATE 26/3:</b> discretionary provisions policy launched in document library</p>	a) documentation of policy - <b>Claire Shand</b>	28-Feb-18	CLOSED	GREEN	GREEN

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Jan-18)	previous status (Nov 17)
3b	I	Sep-16	Medical review following IHR	Establish process for independent review of individual member's medical circumstances following IHR to ensure that the level of ill health pension awarded is still appropriate.	<p><b>UPDATE 27/9:</b> process already in place HR leading. All members who have retired on IH last year have been reviewed. JMT to discuss with Nicki Rann, Mary Hillary to determine that we do in fact have system in place, and that it is rolling forward.</p> <p><b>UPDATE 09/01/2017:</b> no further progress. Amend status to RED</p> <p><b>UPDATE 20/3/17</b> CS considered that there was a process in place for review built in for future re-assessment but will check with AT</p> <p><b>UPDATE 05/06/2017:</b> Anthony Thorn to look into policy and current processes</p> <p>#AT confirmed Jess has now pulled together a process which is operational. reviews will be applied at 18 month intervals for those that are in Tier 3. there is a spreadsheet that is reviewed on a regular basis so cannot miss anything.</p> <p><b>UPDATE 13/1/17:</b> policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p> <p><b>UPDATE 31/01/18:</b> Claire, Matt and Nigel to meet within next few weeks to finalise policies.</p> <p><b>UPDATE 26/3:</b> procedure flow chart launched in document library</p>	Anthony Thorn Claire Shand	28-Feb-18	CLOSED	GREEN	GREEN
3c	I	Sep-16	Injury allowance policy	Establish injury allowance policy for IOW FRS confirming whether or not the Authority provides an injury allowance for employees in accordance with the Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011.	<p><b>UPDATE 27/9:</b> Talk to HR about this policy. Recent case, compensation scheme - Matt to confirm action taken, document and publish.</p> <p><b>UPDATE 09/01/2017:</b> no further progress. Amend status to RED</p> <p><b>UPDATE 05/06/2017:</b> HFRA do not provide injury allowances. IOW to follow suit. Claire to update policy for Cllr Hutchinson to approve</p> <p><b>UPDATE 10/7/17:</b> agreed that IWFRS would follow suit with Hampshire and not make provision for injury allowances. this is clear in the discretions policy.</p> <p><b>UPDATE 24.8.17:</b> Now included in the discretionary provisions policy.</p> <p><b>UPDATE 13/1/17:</b> policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p> <p><b>UPDATE 31/01/18:</b> Claire, Matt and Nigel to meet within next few weeks to finalise policies.</p> <p><b>UPDATE 26/3:</b> discretionary powers policy launched in document library.</p>	Claire Shand	28-Feb-18	CLOSED	GREEN	GREEN

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3e	I	Sep-16	Re-engagement policy	review of re-engagement policy	<p>check with HFRS about this one</p> <p><b>UPDATE 09/01/2017:</b> no further progress.</p> <p><b>UPDATE 20/3/17:</b> No further progress CS to follow up and action. Copy of HRFS policy to be obtained. Some urgency as there is a firefighter due to retire but wishes to request re-engagement. Old policy now out of date has been removed from the A-Z document library.</p> <p><b>UPDATE 05/06/2017:</b> HFRS policy is not to allow re-engagement unless certain criteria are met. Likely that IOW will adopt their policy, CS to review.</p> <p>May need to consider implication of this for potential flexible retirement options in future.</p> <p>Once policy updated, need to develop communications to get the message out</p> <p><b>UPDATE 10/7/17:</b> draft re-engagement policy to be sent to Nigel for review.</p> <p><b>UPDATE 24/8/17:</b> Feedback received from Nigel.</p> <p><b>UPDATE 13/11/17:</b> policies are nearly ready for launch. Claire has delegated authority to approve as they are employer policies. Should be complete by end of month.</p> <p><b>UPDATE 31/01/18:</b> Claire, Matt and Nigel to meet within next few weeks to finalise policies.</p> <p><b>UPDATE 26/3:</b> policy launched in document library</p>	Claire Shand	28-Feb-18	CLOSED	GREEN	GREEN
3f	i	Mar-18	Policies have now been published on document library - need to publicise	As website has not yet been launched, need to raise awareness of firefighters and other staff within council of these new policies.	<p><b>NEW issue at officer monitoring group:</b> add article in next available Routine Notice - JMT to prepare for Nigel.</p> <p><b>UPDATE 10/11:</b> Have been included on distribution of monthly Fire Routine Notice Briefing. This is the initial forum to communicate pensions issues with members. Need to determine communications plan, particularly in light of issues identified herein.</p> <p><b>UPDATE 09/01/2017:</b> First pensions update included in Routine Notice dated 06 January 2017. Strategy to be determined.</p> <p><b>UPDATE 13/11/17:</b> deemed to be of lower priority than some other issues, so deal with as time allows</p> <p><b>UPDATE 26/01/18:</b> following conversation with chairman of Hants Fire Pension board, there may be some benefit in linking up the design and creation of a fire pensions website with them. to be followed up. Jo and Nigel to arrange visit with Hants Fire Pension Board and chair to discuss</p> <p><b>UPDATE 26/3:</b> agreed at board meeting 23/3 that meeting with Hants chairman would be pursued.</p> <p><b>29/3:</b> emailed chair of Hants FPB to arrange meeting</p>	Jo Thistlewood Nigel Probert	16-Apr-18	AMBER	n/a	n/a
8	I	Sep-16	Communications - general	Formulate communications strategy. What should be communicated to whom and how. Consideration of a newsletter for FFPS Members to be made accessible via Fire Website with perhaps a note attached to ABS's advising them to monitor the website for Pension information	<p><b>UPDATE 10/11:</b> Have been included on distribution of monthly Fire Routine Notice Briefing. This is the initial forum to communicate pensions issues with members. Need to determine communications plan, particularly in light of issues identified herein.</p> <p><b>UPDATE 09/01/2017:</b> First pensions update included in Routine Notice dated 06 January 2017. Strategy to be determined.</p> <p><b>UPDATE 13/11/17:</b> deemed to be of lower priority than some other issues, so deal with as time allows</p> <p><b>UPDATE 26/01/18:</b> following conversation with chairman of Hants Fire Pension board, there may be some benefit in linking up the design and creation of a fire pensions website with them. to be followed up. Jo and Nigel to arrange visit with Hants Fire Pension Board and chair to discuss</p> <p><b>UPDATE 26/3:</b> agreed at board meeting 23/3 that meeting with Hants chairman would be pursued.</p> <p><b>29/3:</b> emailed chair of Hants FPB to arrange meeting</p>	see below	see below	RED	AMBER	AMBER

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8a	I	Sep-16	Fire Pensions website to be created/maintained	Currently no easy source of reference for fire pension scheme members on council's website	<p><b>UPDATE 10/11:</b> Once policies and other documentation has been updated, develop new website with ICT</p> <p><b>UPDATE 09/01/2017:</b> no progress, determined by other issues above</p> <p><b>UPDATE 20/3/17:</b> No further progress. Will need to be factored into ICT work plan but not a priority development at this point in time due to other corporate priorities and activities for digital transformation. Need to determine what is required for communication to members. Considered that a starting point could be to publish MC's document that explains scheme provisions. Suggested reviewing Shropshire and West Sussex websites.</p> <p><b>UPDATE 05/06/2017:</b> determine who maintains the current fire operational website (Comms team?) get additional tab on that page and add in MC's document as above, and policies as they are produced/agreed.</p> <p><b>UPDATE 06/07/2017:</b> JMT to meet with Helen Wheller 7/7 to talk about getting additional tab added to fire operational website re pensions. Matt to then provide copies of documents to be uploaded (ABS supporting paper, decision trees etc.)</p> <p><b>UPDATE 21/08/2017:</b> discussed with Helen Davies - in principle easy to set up. Just need to find time to do it.</p> <p><b>UPDATE 13/11/17:</b> no further progress</p> <p><b>UPDATE 26/01/18:</b> following conversation with chairman of Hants Fire Pension board, there may be some benefit in linking up the design and creation of a fire pensions website with them. to be followed up. Jo and Nigel to arrange visit with Hants Fire Pension Board and chair to discuss</p>	Jo Thistlewood Nigel Probert	31-Mar-18 30-Jun-18	RED	AMBER	AMBER

Ref.	Issue / Risk ?	date raised	Pension issue	Description / Impact	Progress	Responsible Officer	Target completion date	Status	previous status (Jan-18)	previous status (Nov 17)
8b	I	Sep-16	Communications to non-members	Target communications to non-members of the pension scheme as part of a wider communication strategy.	<p><b>UPDATE 10/11:</b> Once policies and other documentation has been updated, develop new website with ICT</p> <p><b>UPDATE 09/01/2017:</b> no progress, determined by other issues above</p> <p><b>UPDATE 20/3/17:</b> No further progress. Will need to be factored into ICT work plan but not a priority development at this point in time due to other corporate priorities and activities for digital transformation. Need to determine what is required for communication to members. Considered that a starting point could be to publish MC's document that explains scheme provisions. Suggested reviewing Shropshire and West Sussex websites.</p> <p><b>UPDATE 05/06/2017:</b> determine who maintains the current fire operational website (Comms team?) get additional tab on that page and add in MC's document as above, and policies as they are produced/agreed.</p> <p><b>UPDATE 06/07/2017:</b> JMT to meet with Helen Wheller 7/7 to talk about getting additional tab added to fire operational website re pensions. Matt to then provide copies of documents to be uploaded (ABS supporting paper, decision trees etc.)</p> <p><b>UPDATE 21/08/2017:</b> discussed with Helen Davies - in principle easy to set up. Just need to find time to do it.</p> <p><b>UPDATE 13/11/17:</b> no further progress</p> <p><b>UPDATE 26/01/18:</b> following conversation with chairman of Hants Fire Pension board, there may be some benefit in linking up the design and creation of a fire pensions website with them. to be followed up. Jo and Nigel to arrange visit with Hants Fire Pension Board and chair to discuss.</p>	Jo Thistlewood	<del>31-Oct-17</del> 30-Jun-18	RED	AMBER	AMBER
8d	R	Sep-16	auto enrolment - communications for future dates	our staging date is 1 May - so were done for this year, lessons learned for future communications etc.	<p><b>UPDATE 05/06/2017:</b> next auto enrolment cycle is 2019, so time to plan.</p>	Matt Collier Louise Brading	01-May-19	GREEN	GREEN	GREEN
8f	I	06-Jul-17	FAQs re treatment of various allowances for pensionable purposes	list of all allowances payable, and their payroll treatment for pension, and the benefits which accrued (where applicable) process document which will be of use for flow of information between Fire Service/HR/Payroll/Pensions - what allowance, what is the treatment, which wage type on payroll, what benefit type on Altair.	<p><b>NEW issue 06/07/2017</b></p> <p><b>UPDATE 13/11/17:</b> linked to issued 8, 8a and 8b. Deal with as time allows.</p> <p><b>UPDATE 26/01/18:</b> Once policies are finalised (issue 3 above) then FAQs can be developed, and linked to website (see issue 8 above)</p>	Matt Collier	<del>31-Jul-17</del> 30-Jun-18	AMBER	AMBER	AMBER

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13	I	Sep-16	Training needs analysis for fire pension board members to be undertaken	To enable compliance with statutory requirements for board members' level of knowledge and skills	<p>First board meeting had introduction to schemes and board. Chair and Officer to attend LGA annual fire pensions conference 11 October 2016. All board members to attend LGA training event in Winchester 11 November 2016. All members have been signposted to The Pensions Regulator on-line training package, with report back on progress at each board meeting. Completion of above will highlight items for further training.</p> <p>UPDATE 09/01/2017: Board member Ross Singleton has been identified as the member with responsibility for training. to be discussed at next board meeting (3 Feb 17)</p> <p>UPDATE 05/06/2017: new elected member representatives will require training once identified. informal board meeting 30 June to discuss.</p> <p>UPDATE 30/06/2017: Cllr Peace unable to attend initial board meeting 30/6, second elected member awaiting clarification from Leader of Council (with Helen Miles to resolve with Cllr Stewart). External training sessions being arranged by Wilts &amp; Dorset (19 July), and LGA (London 22/8) - will get new member(s) to attend one of those, then develop training plan</p> <p>UPDATE 22/08/2017: session on 19 July cancelled. Cllr Barry identified as second elected member - he is attending training in London on 22/8.</p> <p>UPDATE 13/11/17: 2 of 4 board members completed tPR public service trustee toolkit, chair has completed mainstream toolkit - directed to complete public service one. Event for board members at Dorset 7 December.</p> <p>UPDATE 26/01/18: Will be discussed as part of governance review during February.</p> <p>Potential after that to close this issue and combine into overall governance project log.</p> <p>UPDATE 27/3: discussed at board meeting, chairman progressing through toolkit. board agendas to include training at each meeting. recording of training to be addressed.</p>	Ross Singleton Jo Thistlewood Nigel Probert	30/09/2017 <del>31-Dec-2017</del> 22-Jun-18	AMBER	GREEN	GREEN
21	I	10-Jul-17	lack of understanding of interdepartmental links win respect of fire pensions	mapping of relationships between council department and committees for decision processes etc.	<p><b>New issue 10/7/17:</b> CS to talk to JT about mapping</p> <p><b>UPDATE 13/11/17:</b> no further progress</p> <p><b>UPDATE 29/3:</b> meeting to be arranged during April 2018</p>	Claire Shand Jo Thistlewood	<del>31-Aug-17</del> 30-Apr-18	AMBER	AMBER	AMBER



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27	I	31-Oct-17	Annual allowances	does not appear that annual allowances routine for fire pension schemes has ever been run. Issue identified by request for information about transferred member. Failure to comply with legal requirements.	<p><b>UPDATE 13/11/17:</b> work has been done to provide information about the specific member, backdating calculations to 2012-13 as required. Further information from new scheme required to determine further work. BREACH TO BE REPORTED TO tPR.</p> <p>Process for future reporting etc. to be finalised</p> <p><b>UPDATE 26/1/18:</b> breach has been assessed as not material to be reported to tPR, but will be recorded on breach log (JMT)</p> <p>detailed calculations completed by Hymans Robertson for member, communicated in detail to that member. payment of tax charge will be made 26 Jan.</p> <p><b>UPDATE 31/01/18:</b> record for member to be amended on system, then need to ascertain what amended information is required for Hampshire.</p> <p>GREEN until this has been resolved.</p> <p>Pension Savings Statements issued to all staff with PIA in excess of £40k on 19 Jan (should have been 6 October) - individual conversations to explain.</p> <p>Process for next year to be documented to ensure this does not happen again.</p> <p><b>NEW ISSUE FOR DOCUMENTATION OF PROCESS AND TIMETABLES, ETC. see30</b></p> <p><b>UPDATE 29/3:</b> all information has been processed on <i>altair</i> system, and documentation has been submitting to Hants FRA. <b>Issue now closed</b></p>	Matt Collier	28-Feb-18	CLOSED	GREEN	RED
28	I	13-Nov-17	data quality improvement plan required	arising from conversation with tPR for LGPS, and from other DQ issues above, significant work has been done by administration team to ensure data is as good as possible, but validation and further action plan to be developed.	<p><b>UPDATE 13/11/17:</b> MC to circulate information about Aquila Heywood data quality reporting process. Cost to be established, and work considered for commissioning.</p> <p><b>UPDATE 31/1/18:</b> data improvement plan completed, and discussed at meeting on 31 January. Will form part of on-going action plan monitoring by officer working group, and progress will be reported at each board meeting. This issue can be held at GREEN going forward, with separate monitoring of plan.</p> <p><b>UPDATE 29/3:</b> information has been received from payroll for those members reported as "undecideds" in membership data of 3 January. need to be processed on <i>altair</i>.</p>	Matt Collier	30-Nov-17 30-Jun-18	GREEN	GREEN	AMBER
29	I	13-Nov-17	Fire pensions information to be made available on MSS	once data is validated as correct, would like to make fire pensions information available to members via self-service portal, which will enable them to carry out enquiries on-line	<p><b>UPDATE 26/1/18:</b> unwilling to issue any on-line data for enquiries until data quality issues have been resolved.</p> <p><b>UPDATE 27/3:</b> awaiting resolution of data quality issues, but costs of implementation of MSS for Fire to be discussed with Heywood.</p>	Matt Collier	31-Mar-2018 14-May-2018	AMBER	AMBER	AMBER
29a	I	31-Jan-18	Retirement planning information for 1992 scheme members	manual calculation is possible for 1992 scheme members - has been issued on ad-hoc basis. Need to develop "simple guide" for retirement options for these members, including ready reckoner, and offer briefings to members.	<p><b>New issue Jan18</b></p> <p><b>UPDATE 26/3:</b> briefing session organised for 4pm on Tuesday 27 March.</p>	Matt	31-Mar-18	CLOSED	AMBER	n/a

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30	R	25-Jan-18	pension savings statements	statutory responsibility for administering authority to issue pension savings statements to all staff whose annual pension growth in excess of the standard annual allowance amount for a tax year by 6 October. Need to document process for preparing and issuing statement on time, as well as providing briefings for those who are at risk of impact. responsibility to be documented for each part of process.	<b>New issue Jan18:</b> issue has been included on data improvement plan - project to include training for admin team to understand issues; development of procedures within annual work plan to ensure reports completed on time; communications with members impacted by the issue; reporting to HMRC; and Altair processes to update member records. Leave as red until plan has been developed a little more. <b>UPDATE 27/3:</b> have a templated solution for these statements. Issue with temporary promotions (issue 32 below)	Matt Collier	31-May-18	AMBER	RED	n/a
31	I	10-Jan-18	members in "wrong" scheme historically had incorrect contributions deducted.	10 records are incorrect mainly due to them not being tapered into the correct pension scheme. Some paid too much contribution, others not enough. Decision to be taken about how this will be resolved.	<b>UPDATE 26/01/18:</b> From Finance: "employer's pension contributions on revenue account have been overstated by £12k (NET) from 2015-16 to date (up to December) which means the employer contributions on the pension fund are also overstated by the same amount." Payroll should have been corrected for February(tbc) so future contributions should be correct. Need to determine individual treatment of over/under-payments. Data to be corrected by year end. <b>UPDATE 27/3:</b> no action as information had not been received from Andrew Taylor for extract of payroll information. going forward contribution rates have not been amended as this would impact on historical contribution rates and make retrospective corrections to payslips. <b>29/3:</b> spreadsheet has been received from AT. <b>UPDATE 11/04:</b> To be discussed in meeting MC/GS 12/04. An update will follow.	Matt Collier Ann Barber	31-Mar-2018 30-Jun-2018	AMBER	AMBER	n/a
32	i	31-Jan-18	temporary promotions	a number of new issues have arisen, following the review of impacted staff at date of regulation change (July 2013 - closed issue 8e) information requirements from fire service, HR, payroll and pensions need to be documented and amended so that the correct data is sent for temporary promotions, and is recorded appropriately in each system. 2 actions:	<b>New issue Jan 18:</b> Once the Temporary promotion refund has happened from Payroll, the Pensions Team will need to update the pensionable pay in Altair and also rerun the individuals Annual Allowance calculation. <b>UPDATE 10/04:</b> Work has commenced to update the Pensions records, with 4 records amended so far.	Matt Collier	31-Mar-18	AMBER	AMBER	n/a
32a	i	31-Jan-18	information flow	Matt to meet with Sarah Cleary to identify those members of staff who have a temporary promotion, and determine difference between substantive and promoted salary. Once number of staff identified and level of error quantified, resource allocation to be determine for resolution.	<b>New issue Jan 18:</b> <b>UPDATE 09/3:</b> A spreadsheet has been provided by HR confirming all Temporary promotions that have occurred from July 2013 onwards. We have currently completed 13 out of 54. The work is being spread amongst all the Payroll team to ensure these are resolved by the deadline.	Matt Collier Sarah Cleary	31-May-18	AMBER	AMBER	n/a
32b	i	31-Jan-18	new process to be developed	need to determine a new process for flow of information when temporary promotion is being offered, to ensure that the promoted pay is identified separately from the substantive pay, and recorded on the correct non-pensionable wage type. Also policy for the monitoring of temporary promotions on a regular basis (12 months) to assess whether they are continuing or becoming substantive.	<b>New issue Jan 18:</b> <b>UPDATE 09/04:</b> Meeting booked 12th April 2018 between MC/GS to discuss temporary promotions going forward. Once a process agreed a meeting with Sarah Cleary will be required to run through the process - June Pay-run	Louise Brading/Gemma Stevens	10.06.2018	AMBER	AMBER	n/a

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33	i	12-Mar-18	year end accounting return FRS102	data submitted to Hymans Robertson by 31 January 2018 as required. Queries received back from Hymans on 12 March, relating to both membership numbers and accounting data. Given early closedown of accounts, need completed accounting report from Hymans by 20 April 2018, so data queries need to be submitted promptly	<b>NEW issue March 2018</b> <b>UPDATE 27/3:</b> work on this not yet started, although assurance it should be reasonably straightforward. Data MUST be received by Hymans by 6 April - AFTER finance input as well.	Matt Collier Ann Barber	31-Mar-2018 06-April-2018	RED	n/a	n/a
34	i	23-Mar-18	KPIs for pension board	at pension board meeting on 23 March, the need for some KPIs was discussed and agreed. It was suggested that membership movements be reported annually - for each scheme: starters, change in status, transition between schemes, deaths, opt-outs etc.	<b>NEW issue March 2018</b> - yet to be discussed with Matt! <b>UPDATE 27/3:</b> do not think this will be an issue for next FPB meeting	Matt Collier	22-Jun-18	RED	n/a	n/a
35	i	31-Jan-18	data issues post 1 April 2018 - use of i-connect software to validate information supplied by employers BEFORE it is uploaded into Altair	LGPS implementation of i-connect delayed, resulting in probable delays to implementation for Fire	<b>data improvement plan:</b> configuration on i-connect for IWC payroll to be completed, tested and rolled-out for 1 April 2018. subsequently rolled out for larger employers (college, academies) and schools payroll providers in summer 2018, then Fire <b>UPDATE 27/3:</b> Meeting booked 10/04/2018 with Natalie ICT to discuss the implementation of i-connect for Fire and further use of Absoft to configure. <b>UPDATE 10/04:</b> Natalie was under the impression that the configuration of the Fire payroll is the same as the LGPS, but we need to get a list of Fire wage types to her so she can check with Absoft. <b>UPDATE 11/04:</b> MC has asked payroll for a list of the Fire wage types.	Matt Collier	01-Apr-18	RED	n/a	n/a
36									n/a	n/a
37									n/a	n/a