

LGPS: Isle of Wight  
GMP Rectification  
Project Plan - As at 17 November 2023



MAKE TOMORROW, TODAY

Responsibility	Key	
Project Governance Committee	PGC	To consist of representatives from Mercer and IOW PF
Fund Pensions Team	FPT	
Mercer Wealth Analytical Services	WAS	

TASK CODE	ACTION	RESPONSIBILITY			EXPECTED START DATE	EXPECTED COMPLETION DATE	DEPENDENCY	STATUS	NOTES
		PGC	WAS	FPT					
<b>Data requirements</b>									
A1	Test data in Catalyst format			FPT	31/03/2023	31/03/2023	N/A	Completed	No longer being received
A2	Live data received in Catalyst format			FPT	30/04/2023	30/04/2023		Completed	Data received 7/6/23 (28 working days past expected date)
<b>GMP Rectification tasks</b>									
B1	Review live data and prepare for Catalyst load		WAS		08/06/2023	07/07/2023	A2	Completed	
B2	Return revised data file to client for sign off if any data amends are made				08/07/2023	08/07/2023	A2	Completed	
B3	Client sign off of revised data file for Catalyst load				09/07/2023	10/07/2023	A2	Completed	
B4	Confirm data thresholds been met to proceed		WAS		11/07/2023	15/07/2023	A2	Completed	
B5	Initial Analysis		WAS		16/07/2023	31/08/2023	A2	Completed	
B6	Transition Report of IA provided		WAS		16/07/2023	31/08/2023	A2	Completed	
B7	Queries and Exceptions report provided with suggested resolutions		WAS		01/09/2023	01/09/2023	A2	Completed	
B8	Client decisions confirmed			FPT	02/09/2023	15/12/2023	A2	In progress	IA report issued 17/11/2023
B9	Client decisions implemented and IA completed		WAS		06/09/2023	15/12/2023	A2	In progress	IA report issued 17/11/2023
B10	Tranching and handover to GMPR calculations team		WAS		08/09/2023	20/09/2023	A2	Completed	
<b>GMP Rectification Calculations</b>									
C1	Benefit specification review completed		WAS		01/04/2023	17/04/2023		Completed	
C2	Queries on Benefit specification referred to client		WAS		17/04/2023	17/04/2023		Completed	
C3	Client response to Benefit specification queries			FPT	18/04/2023	31/05/2023	C1,C2	Completed	
C4	Completed IA data passed to calculation team		WAS	FPT	21/09/2023	21/09/2023	B1-B10	Completed	
C5	Benefit Tranching		WAS		22/09/2023	21/10/2023	C3-C4	In progress	
C6	Preliminary calculations		WAS		22/10/2023	21/12/2023	C4	In progress	
C7	BCE3 events to consider		WAS	FPT	22/09/2023	21/12/2023	C4	In progress	
C8	Run deferred members through rebalancer Tool		WAS		22/09/2023	21/12/2023	C4	In progress	
C9	Report of Preliminary results to Client		WAS		22/09/2023	21/12/2023	C4	Completed	Not needed as decisions made
C10	Client review of Preliminary results			FPT	03/01/2024	06/01/2024	C4	Completed	Not needed as decisions made
C11	Agree actions for stalemate cases			FPT	03/01/2024	06/01/2024	C10	Completed	Agreed as per below (queries and exceptions provided in IA report)
C12	Agree tolerance levels for rectification			FPT	03/01/2024	06/01/2024	C10	Completed	Agreed £2 per week tolerance
C13	Agree whether to apply a De-Minimus amount and if so what			FPT	03/01/2024	06/01/2024	C10	Completed	Agreed Mercer standard of 5 pence per week
C14	Agree whether current pensions will be reduced			FPT	03/01/2024	06/01/2024	C10	Completed	Agreed current pensions in payment will be reduced
C15	Agree if past overpayments will be recovered			FPT	03/01/2024	06/01/2024	C10	Completed	Agreed past overpayments will not be recovered
C16	Implement decisions		WAS		07/01/2024	31/01/2024	C11-C15	To be started	
C17	Produce final calculations		WAS		01/02/2024	18/02/2024	C11-C15	To be started	
C18	Formulate data into Aquila Heywood/3rd party Catalyst depending on requirement		WAS		19/02/2024	24/02/2024	C11-C15	To be started	
C19	Issue final rectification data to client		WAS		25/02/2024	25/02/2024	C11-C15	To be started	
<b>Communication to Members</b>									
D1	Agree communications strategy and key dates			FPT			D1	To be started	
D2	Draft communications			FPT			D1	To be started	
D3	Agree communications wording			FPT			D1	To be started	
D4	Prepare communications for issuing			FPT			D1	To be started	
D5	Sample check communications			FPT			D1	To be started	
D6	Issue communications			FPT			D1	To be started	
D7	Monitor and report on member responses			FPT			D1	To be started	
<b>Data Updates</b>									
E1	Confirm data upload template requirements (including Payroll requirements if any)			FPT			C20	To be started	
E2	Provide rectification results in agreed templates		WAS		25/02/2024	25/02/2024	C20	To be started	
E3	Update and check member records for pensioner and deferred members - UAT system			FPT			C20	To be started	
E4	Update and check member records for pensioner and deferred members - LIVE system			FPT			C20	To be started	
E5	Settle any top up payments in respect of required TVs / PCLS / Triv Comm / death cases			FPT			C20	To be started	
E6	Update automated calculations and other functionality			FPT			C20	To be started	
E7	Update BAU member communications where required			FPT			C20	To be started	
<b>Project Governance</b>									
F1	Project Governance meeting	PGC			16/08/2023	16/08/2023		Completed	
F2	Project Governance meeting	PGC			17/11/2023	17/11/2023		Completed	
F3	Project Governance meeting	PGC						To be started	
F4	Project Governance meeting	PGC						To be started	
<b>Project Closure</b>									
G1	Prepare & agree closure report for sign off		WAS		01/03/2024	05/03/2024		To be started	
G2	Agree project closure and sign off	PGC	WAS	FPT	06/03/2024	06/03/2024		To be started	