

LGPS: Isle of Wight County Council
GMP Rectification
Draft Project Plan



Responsibility	Key	Primary Contacts - tbc
Project Governance Committee	PGC	To consist of representatives from Mercer and Isle of Wight CC
Fund Pensions Team	FPT	
Mercer Wealth Analytical Services	WAS	
Communications Team	CT	

TASK CODE	ACTION	RESPONSIBILITY				EXPECTED START DATE	EXPECTED COMPLETION DATE	DEPENDENCY	STATUS	NOTES
		PGC	WAS	FPT	CT					
Initial data requirements										
A1	Full pension payroll extracts to include GMP splits (post increases)			FPT		TBA	29/04/2022		To be started	
A2	Deferred extract including GMP values at DOL			FPT		TBA	29/04/2022		To be started	
A3	JLT extracts 1, 2, 3, & 4			FPT		TBA	29/04/2022		To be started	
A4	Copy of latest valuation extracts			FPT		TBA	29/04/2022		To be started	Is this required?
GMP Rectification tasks										
B1	Review final GMP Reconciliation Position		WAS						Complete	
B2	Issue final Trustee Decisions cases		WAS						Complete	
B3	Confirmation of Fund decisions on outstanding cases	PGC		FPT					Complete	
B4	Obtain new extract of administration data		WAS	FPT		TBA	29/04/2022		To be started	To be managed through tasks A1 - A5
B5	Receipt of SRS final data cut from HMRC		WAS						Complete	
B6	Analyse SRS final data cut against GMP Reconciliation findings		WAS						Complete	
B7	Issue report on analysis of SRS final data cut		WAS						Complete	
B8	Analyse latest data extract against GMP Reconciliation findings to identify members requiring rectification		WAS			02/05/2022	31/05/2022	A1 - A4, B4	To be started	
B9	Confirm members requiring Rectification including fixed field updates		WAS			31/05/2022	31/05/2022	B8	To be started	
GMP Rectification Calculations										
C1	Supply full Benefit Spec for each category of member			FPT		TBA	31/05/2022		To be started	
C2	Review and sign off benefit specification		WAS			TBA	31/05/2022	C1	To be started	
C3	Set up tool to rebalance Deferred Members		WAS			01/06/2022	14/06/2022	C2	To be started	
C4	For Pensioner and Beneficiaries, set up Calculation Tool (Delta Tool) for each category of member		WAS			15/06/2022	28/06/2022	C2	To be started	
C5	Populate data templates for each category of member (Deferred, Pensioner, Beneficiary)		WAS			29/06/2022	26/07/2022	C4	To be started	
C6	Complete Manual calculation cases (Divorce, TV In, ill health rets)			FPT		27/07/2022	30/09/2022		To be started	To be progressed throughout Project Life
C7	Run deferred members through rebalancer Tool		WAS			27/07/2022	09/08/2022	C3, C5	To be started	
C8	Run pensioner data through Delta Tool		WAS			10/08/2022	06/09/2022	C4, C5	To be started	
C9	Refer problem cases and sample to Fund for review		WAS	FPT		07/09/2022	20/09/2022	C8	To be started	
C10	Produce paper for Fund review		WAS			21/09/2022	23/09/2022	C9	To be started	
C11	Fund to confirm rectification decisions and agree target rectification date	PGC		FPT		23/09/2022	30/09/2022	C10	To be started	
C12	Rectification calculations complete		WAS	FPT		30/09/2022	30/09/2022	C11	To be started	
Communication to Members										
D1	Draft communications			FPT	CT	TBA	TBA		To be started	
D2	Agree communications wording	PGC			CT	TBA	TBA	D1	To be started	
D3	Sign off artworked communications	PGC			CT	TBA	TBA	D2	To be started	
D4	Prepare communications for issuing				CT	TBA	TBA	D3	To be started	
D5	Sample check communications	PGC		FPT	CT	TBA	TBA	D4	To be started	
D6	Issue communications				CT	TBA	TBA		To be started	
D7	Monitor and report on member responses			FPT	CT	TBA	TBA		To be started	
Data Updates										
E1	Sign off benefit adjustment calculations	PGC	WAS	FPT		TBA	TBA	C12	To be started	
E2	Prepare, check and submit revised benefits for pensioner members including back payments to payroll team		WAS	FPT		TBA	TBA	E1	To be started	
E3	Confirm payroll records have been updated			FPT		TBA	TBA	E2	To be started	
E4	Confirm updated pensions / back payments have been paid			FPT		TBA	TBA	E3, D6	To be started	
E5	Settle any top up payments in respect of required TVs / PCLS / Triv Comm / death cases			FPT		TBA	TBA	E4	To be started	
E6	Prep & sign off data templates for upload to Altair		WAS	FPT		TBA	TBA		To be started	
E7	Update and check member records for pensioner and deferred members - UAT system		WAS	FPT		TBA	TBA	E6	To be started	Formats of outputs for checking to be agreed

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		<i>Isle of Wight CC Pensions Team</i>

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		PGC	WAS	FPT	CT					
E8	Update and check member records for pensioner and deferred members - LIVE system		WAS	FPT		TBA	TBA	E7	To be started	Formats of outputs for checking to be agreed
E9	Update automated calculations and other functionality			FPT		TBA	TBA		To be started	
E10	Update BAU member communications where required			FPT		TBA	TBA		To be started	
Project Closure										
F1	Prepare & agree closure report for sign off		WAS	FPT	CT	TBA	TBA		To be started	
F2	Agree project closure and sign off	PGC	WAS	FPT	CT	TBA	TBA		To be started	