

<b>Subject</b>	<b>Data Quality Improvement Plan</b>	<b>Status</b>	For Publication
<b>Report to</b>	Local Pensions Board	<b>Date</b>	27 January 2022
<b>Report of</b>	Head of Pensions Administration		
<b>Equality Impact Assessment</b>	Not Required	Attached	No
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## 1 **Purpose of the Report**

- 1.1 To update members on the latest iteration of the Data Quality Improvement Plan and the data scoring provided to the Pensions Regulator.

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## 2 **Recommendations**

- 2.1 Members are recommended to:
- a. **Note the updated Data Quality Improvement Plan summary and comment on any further reporting requirements or actions**

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## 3 **Link to Corporate Objectives**

- 3.1 This report links to the delivery of the following corporate objectives:

### **Customer Focus**

to design our services around the needs of our customers (whether scheme members or employers). Maintaining high quality data for scheme members is an important part of encouraging members to engage online and have confidence in accessing their own pension accounts.

### **Effective and Transparent Governance**

to uphold effective governance showing prudence and propriety at all times. The Pensions Regulator's Code of Practice 14 advises that schemes should continually review their data and carry out a data review exercise at least annually. This should include an assessment of the accuracy and completeness of the member information held.

## 4 **Implications for the Corporate Risk Register**

- 4.1 The actions outlined in this report one method of working to mitigate risk O1 in the Corporate Risk Register which centres on the ability of the Authority to protect the data it owns and the data it handles.

## 5 Background and Options

### *TPR Annual Scheme Return*

- 5.1 Members may be aware that, since 2018, LGPS funds have been required to report annually to the Pensions Regulator (usually each November) on the quality of common and conditional (scheme specific) data in the submission of the annual Scheme Return.
- 5.2 **Common** data are basic data items which are used to identify scheme members and are defined by the Regulator. These consist of:-

National Insurance number; Surname; First Name or Initials; Sex; Date of Birth; Retirement Age; Last status event; Address including Postcode; Start Date; Membership Status

- 5.3 **Conditional** (scheme-specific) data is not explicitly defined by the Regulator but is data which is key to running the scheme and meeting legal obligations. In general terms for the LGPS this will be data such as membership details, pensionable pay, contributions, etc. The Scheme Advisory Board (SAB) developed guidance for LGPS funds on the specific data fields which should make up the measurement of conditional data and SYPA follows this guidance. It should be noted that it is not mandatory to follow the guidance and some funds may use local measures which makes direct comparisons difficult.
- 5.4 The data scores reported to TPR for the current year and previous three years are shown below. Although there has been incremental progress in improving the data scores overall, there has been a limit to the amount of resource dedicated specifically to data improvement measures (relative to the scoring) over the last twelve to eighteen months, particularly in the context of the other challenges faced during Covid. The Plan referred to in the next paragraph seeks to address this challenge over the next twelve months.

	2021	2020	2019	2018
Common Data Score	97%	96%	96%	96%
Conditional Data Score	94%	93%	91%	87%

- 5.5 Noting the comment in Section 5.3 regarding the difficulties of comparison, the table overleaf shows anonymised information recently provided by other LGPS funds in the Border to Coast pool. It should be noted that not all funds responded to the request. The figures available suggest that SYPA are well within the ranges achieved by other funds but that there is further work to be done to match the highest scores achieved.

	Common	Conditional
SYPA	97%	94%
Fund A	97%	95%
Fund B	93%	95%
Fund C	96%	97%
Fund D	98%	94%
Fund E	96%	84%

*Data Quality Improvement Plan*

- 5.6 TPR advises that schemes should have a data quality improvement plan in place. SYPA have shared previous iterations of the plan with the Board but this has been revised on a number of occasions to reflect changing guidance and priorities. The current data improvement plan is maintained by the Pensions Technical Adviser and **Appendices A (common data) and B (conditional data)** are provided as a summary extract of the current plan which highlights where individual teams have ownership of specific areas.
- 5.7 The key areas of focus for the next few months have been highlighted on the summary plan and the Board previously agreed this should be presented twice a year.

**6 Implications**

- 6.1 The proposals outlined in this report have the following implications:

Financial	None
Human Resources	None
ICT	None
Legal	None
Procurement	None

**Jason Bailey**

**Head of Pensions Administration**

Background Papers	
Document	Place of Inspection