

Subject	Pensions Administration Strategy	Status	For Publication
Report to	Authority	Date	18 December 2025
Report of	Assistant Director - Pensions		
Equality Impact Assessment	Not Required	Attached	No
Contact Officer	Debbie Sharp	Phone	01226 666428
E Mail	dsharp@sypa.org.uk		

1 Purpose of the Report

- 1.1 To secure approval of the revised Pensions Administration Strategy following a full consultation with Fund Employers.

2 Recommendations

- 2.1 Members are recommended to:
- a. Approve the revised Pension Administration Strategy at Appendix A.**

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).

Listening to our stakeholders

To ensure that stakeholders' views are heard within our decision making processes.

Effective and Transparent Governance

To uphold effective governance showing prudence and propriety at all times.

4 Implications for the Corporate Risk Register

- 4.1 The actions outlined in this report seek to address operational risks around the Authority failing to comply with relevant Regulations Org 004.

5 Background and Options

- 5.1 The discretion for an administering authority to prepare and publish a pension administration strategy document was first introduced into the Local Government Pension Scheme Regulations on 30th June 2007. The Regulations include a list of matters that, as a minimum, must be included in the pension administration strategy document. The document is a vehicle to formalise the administrative arrangements between the Authority and Employers participating in the Fund.
- 5.2 The Authority and the employers must have regard to the strategy document when carrying out their functions under the Scheme regulations.
- 5.3 A full consultation has been undertaken with Fund employers from September to the end of November. Including being discussed at employers' valuation webinars and the Employer Forum.
- 5.4 There were no comments received on this document. Whilst this is disappointing it was not unexpected.
- 5.5 Given that there is no fundamental opposition to the proposed Pension Administration Strategy members are asked to approve its adoption with immediate effect

6 Implications

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

Financial	The Pension Administration Strategy allows the Authority to consider giving written notice to any of its Scheme employers under regulation 70 to pass on additional costs arising from Scheme employers' level of performance.
Human Resources	None
ICT	None
Legal	None
Procurement	None

Debbie Sharp

Assistant Director Pensions

Background Papers	
Document	Place of Inspection
Item 15 Pension Administration Policy Update & Appendix B	Agenda for South Yorkshire Pensions Authority on Thursday, 4th September, 2025, 10.00 am - South Yorkshire Pensions Authority