

Risk Ref	Risk Identified	Potential Consequence	Date Identified	Service Area	Inherent Profile	Owner	Portfolio Holder	Control / Action Status	Control/Action	Residual Profile
ADMIN0001	Failure to pay pensions and lump sums on time	Financial difficulty for the scheme member concerned, reputational risk to the Pension Fund, and additional cost to the employer where interest is payable as a result of late payment.	01/12/2016	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Control In Place	Maintenance and update of Altair and Trent systems, sufficient staff resources and training. Quality assurance processes. Continuing Review of processes and procedures	Low
ADMIN0002	Inability to deliver service as a result of loss of pensions administration system, or any other system used in the provision of service (eg. pensioner payroll). Failure of any system used by the service as a result of a breach of cyber security.	Failure to provide service. Immediate injections of cash from Fund employers would be required where Fund assets cannot be liquidated quickly. For now the Fund is cashflow positive but will not remain so for much longer, therefore requiring the use of investment income to subsidise the payment of pension benefits rather than being reinvested as now.	04/10/2016	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Control In Place	Business Continuity Plan under review. Periodic review by the Pension Board of provider assurances in respect of cyber security. Business continuity planning and systems providers assurance	Low
ADMIN0003	Failure to hold scheme member's personal data securely.	Poor data quality; compromised data; fines	12/06/2017	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Control In Place	Data protection audit in conjunction with TPR data quality standards to be undertaken. Compliance with Powys County Council Data Protection and ICT policies.	Medium
ADMIN0004	Failure to maintain and hold up to date and accurate pension records.	Payment of incorrect pension benefits; late payment of benefits; assessment of incorrect liability values. Resulting in loss of customer confidence and satisfaction; IDRPs and Ombudsman appeals; and, incorrect assessment of employer contribution rates.	29/08/2017	Administration Risk	High	Chris Hurst	Cllr David Thomas	Control In Place	Pensions team work with employer payrolls to ensure data quality; data validation checks undertaken & training. Additional data validation and quality checks to be implemented as required by the TPR code of practice.	Medium
ADMIN0005	Failure to communicate effectively with stakeholders.	Scheme members unaware of their rights under the LGPS and make poor decisions in relation to pension rights. Employers unaware of the scheme regulations, the procedures and their responsibilities, resulting in poor or inappropriate decision-making and may adversely effect the flow of pensions data to the Pension Fund.	25/01/2016	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Control In Place	Communications policy in place.	Medium
ADMIN0006	Pensioners living longer and, changing retirement patterns.	Increased employer contribution rates.	30/01/2017	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Control In Place	The Fund actuary investigates these matters at each valuation or more frequently where appropriate.	Low
ADMIN0007	Deteriorating patterns of ill health or other early retirements.	Increase in employer contribution rates and deficit recovery payments.	30/01/2017	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Action In Progress	Employers are required to pay the capital costs of early retirements (pension strain), upfront for all cases.	Low
ADMIN0008	Failure to reconcile all relevant active, deferred and pensioner member GMP records against the data held by DWP in respect of the cessation of contracting out.	Increase in Fund liabilities; increased employer contribution rates and deficit recovery payments; and, payment of incorrect pension benefits.	02/01/2017	Administration Risk	Medium	Chris Hurst	Cllr David Thomas	Control In Place	Reconciliation Complete. Work on Rectification continuing	Medium
ADMIN0009	Cessation of Service Contract for Pensions Administration System	Failure to meet legislative requirements and administer the LGPS. Risk of intervention by the Pensions Regulator, legal challenges, reputational risk.	09/10/2020	Administration Risk	High	Chris Hurst	Cllr David Thomas	Control In Place	Appoint external partners to a) identify scale of work required; b) bank 'quick wins'; complete reconciliations by September 2022.	Medium
ADMIN0010	Payments to overseas pensions.			Administration Risk	Medium	Jane Thomas	Unassigned			Medium