

No	Description	Target	Lead Officer	Actual (Score and RAG)	Reporting Period	Reported to:	Previous Score	Date Last Reported	Improvement/Deterioration
1	IMPROVE FUNDING LEVEL Funding level to increase from current levels of 70% (Taken from IAS26 Report)	>70%	GD	75.00%	31/03/2013	SMT	75.00%	31/03/2010	0.00%
2	TRANSFERS IN Non-LGPS transfer in quotations processed within 10 days of receiving all the required information	90%	ST	100.00%	Jun-14	SMT	75.00%	Apr-14	25.00%
	Non-LGPS transfer notification of transferred in membership to be notified to the scheme member within 10 days of receiving payment	90%		92.86%			100.00%		-7.14%
	TRANSFERS OUT Non-LGPS transfer out quotations processed within 20 days	90%	ST	60.27%	Jun-14	SMT	50.00%	Apr-14	10.27%
	Non-LGPS transfer out payments processed within 10 days	90%		33.33%			36.36%		-3.03%
	RETIREMENTS Retirement options to members within 15 days	90%	ST	27.21%	Jun-14	SMT	73.89%	Apr-14	-46.68%
	Notification of the actual retirement benefits will be issued to the scheme member within 5 days following receipt of the required information.	90%		98.14%			96.44%		1.70%
	New retirement benefits processed for payment following receipt of election within 5 days	90%		91.46%			76.09%		15.37%
	DEATHS Acknowledgement of a death to due within 5 days of receiving the notification.	90%	ST	75.34%	Jun-14	SMT	20.00%	Apr-14	55.34%
	Notification of benefits payable to dependents will be issued within 5 days of receiving the required information	90%		50.00%			88.89%		-38.89%
	Payment of death lump sum will be made within 10 days of receipt of all the required information.	90%		100.00%			100.00%		0.00%
3	INVESTMENT RETURNS/OVERALL FUND PERFORMANCE Returns to be within 2% of the benchmark (3 Yr Rolling)	VARIANCE +/- 2%	MC	BENCHMARK 6.05% ACTUAL 6.32% RELATIVE 0.27%	Jun-14	SMT	BENCHMARK 5.97% ACTUAL 5.54% RELATIVE -0.43%	Mar-13	0.70%
4	BENEFIT STATEMENTS ABS issued to 95% of eligible active members by 30th September	95%	ST	87%	Sep-13	SMT	89%	Sep-12	-2.00%
	DBS issued to 85% of eligible deferred members by 30th October	85%		88%	Jul-13	SMT	83%	Jul-12	5.00%
5	CONTRIBUTIONS RECEIVED Main Fund 98% (total value) of contributions to be received by the due date.	98%	RD	99.04%	Jun-14	SMT	99.07%	Mar-14	-0.03%
	Travel Fund 98% (total value) of contributions to be received by the due date.	98%		100.00%	Jun-14	SMT	100.00%	Mar-14	0.00%
6	CLEAN AUDIT REPORT Receive an unqualified audit opinion from the Main Funds external auditors	Clean Report	RD	Yes	Year to 31/03/2014	SMT	Yes	Year to 31/03/2013	
	Annual audit returns no significant findings	0 significant findings		0	0		0.00		
	Receive an unqualified audit opinion from the Travel Funds external auditors	Clean Report		Yes	Year to 31/03/2014	SMT	Yes	Year to 31/03/2013	
	Annual audit returns no significant findings	0 significant findings		0	0	0.00			
7	EXTERNAL ACCREDITATION The Fund to be shortlisted for all of the awards in which it is entered.	100%	RH	Applications 3 No. Pending 0 No. Shortlisted 2 Percentage Shortlisted 67%	Jun-14	SMT	Applications 12 No. Pending 4 No. Shortlisted 5 Percentage Shortlisted 63%	Dec-13	4.17%
8	SICKNESS ABSENCE Fund staff should not have more than 6 days sick leave on average per annum.	6 days p.a.	SMT	1.70	Jun-14	SMT	3.16	Dec-13	1.46
9	COST PER MEMBER Administration cost per member to be reduced from budgeted figure of £24	<£24	SMT	£19.21	Mar-14	SMT	£20.48	Mar-13	£1.27
10	TRAINING HOURS (QUARTERLY) Fund staff should undertake a minimum of 25 hours CPD on average per annum	25 hours	SMT	10	Jun-14	SMT	12	Mar-14	-2.00