

# Single Scheme Administration Project

Quarterly Bulletin - Issue 2

August 2016



## Welcome

Welcome to the second quarterly bulletin on the Single Scheme Administration Project. This bulletin aims to share information with all public service bodies involved in Single Public Service Pension Scheme operation regarding project work underway in this area.

## Project Purpose

The project is currently focused on conducting a Feasibility Study into various options for improving the administrative arrangements for the Single Scheme. Over the last quarter the project team has been engaging with a variety of public service bodies on this – see more detail overleaf. The outcome from the project will be a recommendation to Government on a preferred option for implementation. If approved, further design, build/test and implementation work would ensue.

## Save these Dates!

As indicated in the last bulletin, the project team, in conjunction with the policy team, are planning to host two town hall meetings in November. These will provide an opportunity to give an update on policies in development and for input on the future implementation options being developed as part of the project. The dates are:

- Thursday Nov 10 in Dublin
- Wednesday Nov 16 in Athlone,

Invitations will be issued to those on the Single Scheme contact list in late September.

## Project Team and Resources

Since the last update we've had some additions to the project team. Fergal Carty has joined on secondment from PeoplePoint, where he has been involved in pension administration for civil service bodies for the last three years. Michael McKeown will also be joining the team on Sept 12 on secondment from Trinity College Dublin, where he has been the Pensions Manager for 8 years. We're delighted to have both Fergal and Michael join the team, as they bring strong operational pensions experience with them. BearingPoint have also been engaged as consultants to the project, and are supporting the project team in the design and execution of specific aspects of work. Claudia Carr is the lead, with Niall O'Reilly and Seamus O'Dwyer also contributing.

### Programme Board

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### DPER Project Team

Martina Hennessy, Project Manager

David Hardiman

Michael McKeown (from Sept 12)

Fergal Carty

Finbar Ó hAnnracháin

### Contact:

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## Workshops

Over recent weeks 9 workshops have been held with a variety of bodies from different sectors of the public service. These have involved participants from HR, Payroll, Pensions and IT functions who have walked through the employee lifecycle from hire to retire and considered all events that have an impact on Single Scheme administration. Participants have also been asked to consider what elements of work they believe they should retain as employers and what aspects could be run by a 'central' body.

Bodies engaged to date include UCD, a number of ETBs and ETBI, Dept. of Education and Skills, St Vincent's University Hospital, Brothers of Charity Services, Medical Council, Health Products Regulatory Authority, Dept. of Defence, PeoplePoint, PSSC, DPER and the Office of the Revenue Commissioners. Further workshops are planned involving local authorities, institutes of technology, the HSE and Teagasc. We'd like to thank all those who have participated to date and shared their practical experiences. The information gathered is pointing to common areas of challenge across all sectors that need to be addressed but also aspects of best practice that could be adopted more broadly. It is the intention to provide opportunity for more public service bodies to review outcomes from these workshops and provide additional input during the November town hall meetings.



*Workshop with Dept. of Defence which involved staff involved in the operation of military, civilian and civil service HR, payroll and pensions administration.*



*Staff from PeoplePoint and PSSC during the Single Scheme workshop focused on civil service bodies.*

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## Reminder of Where to Find Policy Information

A reminder to all that all policy information relating to the Single Scheme, including circulars and information guides, is available on the DPER website <http://www.per.gov.ie/en/single-scheme/>. Note a FAQ document was posted to this site in July and the intention is that this will be updated as further scenarios are identified where clarification is needed.

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For further information or to be added to/removed from, the circulation list please email [singleschemequeries@per.gov.ie](mailto:singleschemequeries@per.gov.ie). If possible, please include your Relevant Authority identification number in any correspondence.