

## Development of Key Performance Indicators during 2023/2024

Activity	Statutory deadline	Current reporting	Proposal
Provide basic scheme information to new joiners	Two months from date of joining / members request or within one month of being provided with 'job holder information'	No specific KPI but breaches are identified and reported.	To introduce a new KPI measured from the date of notification.
Inform members who leave the scheme before retirement age of their rights and options	As soon as practical and no more than two months from date of initial notification.	Measured from the date that all relevant information is received.	To introduce a supplementary KPI measured from date of notification.
Inform members who leave the scheme at or after retirement age of the benefits due	Within one month of retirement date where the member retires on or after normal pension age or within two months of retirement where the member retires before normal pension age.	Measured from the date that all relevant information is received.	To introduce a supplementary KPI measured from date of notification.
Provide transfer details for transfer in	Two months from date of request.	Measured from the date that all relevant information is received.	To introduce a supplementary KPI measured from date of request.
Provide details of transfer value for transfer out	Three months from date of request.	Measured from the date that all relevant information is received.	To introduce a supplementary KPI measured from date of request.
Calculate and notify dependant(s) of amount of death benefits	As soon as possible, but in any event no more than two months of date or becoming aware of death.	Measured from the date that all relevant information is received.	To introduce a supplementary KPI measured from date of death notification.

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Provide a CETV quotation for divorce purposes	Within three months of the request (or shorter deadline as specified in a court order).	Not currently reported on. There is a target in the Administration Strategy.	To introduce a new KPI measured from date of request.
Notify implementation information after receiving a pension sharing order (and no outstanding information)	Within 21 days of the later of, the date of receipt of the pension sharing order or the day on which the order takes affect or the date of receipt of the relevant documents / information.	Not currently reported on.	To introduce a new KPI measured from the relevant date.