

## **REPORT FOR: Pension Board**

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**Date of Meeting:** 7 March 2017

**Subject:** Communications Policy Statement

**Responsible Officer:** Dawn Calvert, Director of Finance

**Exempt:** No.

**Wards affected:** All

**Enclosures:** Draft Communications Policy Statement

### **Section 1 – Summary and Recommendation**

#### **Summary**

The Board is requested to consider a draft revised Communications Policy Statement and provide comments as they wish for consideration by the Pension Fund Committee.

#### **Recommendation**

The Board consider the draft revised Communications Policy Statement and provide comments for consideration by the Pension Fund Committee.

## **Section 2 – Report**

1. Under Provision 61 of The Local Government Pension Scheme Regulations 2013:

*(1) An administering authority must prepare, maintain and publish a written statement setting out its policy concerning communications with —*

- (a) members;*
- (b) representatives of members;*
- (c) prospective members; and*
- (d) Scheme employers.*

*(2) In particular the statement must set out its policy on—*

- (a) the provision of information and publicity about the Scheme to members, representatives of members and Scheme employers;*
- (b) the format, frequency and method of distributing such information or publicity; and*
- (c) the promotion of the Scheme to prospective members and their employers.*

*(3) The statement must be revised and published by the administering authority following a material change in their policy on any of the matters referred to in paragraph (2).*

2. In recent years the Fund's Statement has been reviewed by officers and only agreed by the Pension Fund Committee as part of the Annual Report and Financial Statements. It is, therefore appropriate for the Board and the Committee to be asked at this time to review the attached revised draft.
3. The Board are asked to consider the draft revised Communications Policy Statement and provide comments for consideration by the Pension Fund Committee.

### **Financial Implications**

4. There are no financial implications arising from this report.

### **Risk Management Implications**

5. Any relevant risks arising from non-compliance with the Scheme Regulations are included in the Pension Fund risk register.

### **Equalities implications**

6. There are no direct equalities implications arising from this report.

### **Council Priorities**

7. Whilst the financial health of the Pension Fund directly affects the level of employer contribution which, in turn, affects the resources available for the Council's priorities there are no impacts arising directly from this report.

### **Section 3 - Statutory Officer Clearance**

Name: Dawn Calvert	<input checked="" type="checkbox"/>	Chief Financial Officer
Date: 21 February 2017		
Name: Noopur Talwar	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 21 February 2017		

<b>Ward Councillors notified:</b>	<b>Not applicable</b>
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### **Section 4 - Contact Details**

**Contact:** Ian Talbot, Treasury and Pension Fund Manager      0208 424 1450

**Background Papers - None**

