

LOCAL GOVERNMENT PENSIONS BOARD

Monday, 10 June 2019

Minutes of the meeting of the Local Government Pensions Board held at the Guildhall EC2 at 1.45 pm

Present

Members:

Jon Averbs
Yvette Dunne
Christina McLellan
Martin Newnham

Officers:

James Graham	- Group Accountant
Kate Limna	- Corporate Treasurer
Jeff Henegan	- Assistant Pensions Manager
Matt Mott	- Pensions Manager
Christopher Rumbles, Clerk	- Town Clerk's Department

1. APOLOGIES

Apologies were received from James Tumbridge and Mark Wheatley.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations of interests.

3. COURT ORDER

The Order of the Court, appointing the Board and setting its terms of reference, was received.

4. ELECTION OF CHAIR

In accordance with Standing Order 29, the Board proceeded to elect a Chairman for the ensuing year. The Town Clerk read a list of Members eligible to stand and James Tumbridge, being the only Member having expressed their willingness to serve was duly elected Chairman.

5. ELECTION OF DEPUTY CHAIR

In accordance with Standing Order No 30, the Board proceeded to elect a Deputy Chairman for the ensuing year. The Town Clerk read a list of Members eligible to stand and Martin Newnham, being the only Member expressing their willingness to serve, was duly elected Deputy Chairman.

6. MINUTES OF THE PREVIOUS MEETING

RESOLVED, that the public minutes of the meeting on 7th February 2019 are approved as an accurate record.

7. **REPORT OF ACTION TAKEN SINCE THE LAST MEETING**

The Board received a report of the Town Clerk that summarised the action taken under delegated authority to the Town Clerk.

RESOLVED, that the board notes the action taken.

8. **OUTSTANDING ACTIONS**

The Board received a report of the Town Clerk that summarised outstanding actions from the previous meetings.

Internal mechanism for testing future Print Runs

The Pensions Manager updated the Board on work that had taken place with APS to ensure robust measures were in place for future mailouts. This had included providing APS with a diary of known events along with guidance dates for each of these. APS had also appointed an individual to work with the Pensions Team and a good level of engagement would now be maintained going forward.

Two recent mailouts of newsletters and pension increase letters to circa 8,000 people had proved successful. Work was also underway preparing for the deferred annual benefit statements that would include personal data. Templates had already been issued and data would be sent over shortly, with it being likely statements would be issued in advance of the statutory deadline of the end of August.

The Pension Manager stressed that his team had done everything they could to ensure robust measures were now in place, with these having proved successful to date.

RESOLVED, that the Board noted the outstanding actions.

9. **TRAINING OVERVIEW**

The Board received a presentation of the Pensions Manager providing a training overview and summary forward plan.

The Pensions Manager talked through the training needs analysis conducted by Barnet Waddingham, the training achievements of the Board to date and also the expectations of the Pension Regulator in relation to completion of its online Trustee Toolkit.

It was noted that 29 out of a possible 42 modules of The Pension Regulator's online training toolkit had been completed by the Board to date. The Pensions Manager proposed that all Board Members should aim to complete The Pension Regulator's online training toolkit by April 2020.

The Pensions Manager talked through a proposed training plan for the coming months focussing on a number of key areas of training in relation to scheme investments & pooling, ill health, HMRC limits and legal challenges.

The Board were invited to put forward any additional areas of training or briefings that would benefit them. It was clarified that results from the training needs analysis conducted by Barnet Waddingham had been considered and factored into the training plan.

It was explained that the proposed training plan would provide a regular programme of training for the Board over the next 12 months. It was stressed that pensions regulations were continually changing and there was a need for the Board to continue its ongoing development to remain up to date with these changes.

RESOLVED, that the Board note the proposed training plan.

10. **THE CITY CORPORATION'S PENSIONS SCHEME - UPDATE**

The Board received a report of the Chamberlain providing information and updates on a range of topics in relation to the City Corporation's Local Government Pension Scheme.

Risk Register

A Member referred to the McCloud judgement in relation to age discrimination claims and questioned whether the risk register needed adjusting to reflect this judgement. A discussion followed and it was acknowledged that the judgement was not specific to the LGPS, but that it could have an impact. It was stressed that any liability as a result of the judgement remained a potential liability for the Fund and it was a risk over which the City Corporation had no control.

It was acknowledged that a potential result of the judgement could lead to the City Corporation needing to contact pension scheme members if it resulted in a change in the rules. It was proposed putting a risk on the register relating to the impact of external events.

Administration Key Performance Indicators

A Member noted the statistics showed the Pensions Team were performing very well with all KPIs at over 80%. The Pensions Manager confirmed that the ambition would be to see all KPIs at over 90%. It was suggested that as calculations become more complex there may be a need to change the way estimates were being recorded

A Member noted a slight drop in the KPI relating to statements notifying estimates of retirement benefit. The Pensions Manager assured the Board that there had been very few cases where there had been a delay. Where there had been a delay there would have been a specific reason for this e.g. bank details not provided or team member on holiday. The Board noted that estimates requested were often for multiple dates and an increasing number of more complex estimates in relation to Annual Allowance which had contributed to a slight drop, which would continue to be monitored.

Scheme Benefits

A Member questioned whether the benefits of LGPS scheme membership were regularly communicated to Members and proposed a simple to digest

document reminding Members of the benefits and advantages of membership be circulated.

The Pensions Manager clarified that newsletters were regularly circulated to scheme members outlining the benefits of membership but that he could arrange for information on benefits of LGPS membership to be added to the intranet also.

A Member proposed including an update on Additional Voluntary Contributions, death grants and the three-tier health benefits system when the annual statements were circulated in August.

The Pensions Manager explained that ill-health retirement was managed through Occupational Health and has to meet strict criteria. Ill health retirement would be advised to scheme members going through the ill-health leaver process and who meet the criteria. The Pensions Manager confirmed that beneficiary nomination details, of those who would receive payment of a death grant should the scheme member die in service, are also included in the annual benefit statements. It was agreed that other elements were worth reinforcing e.g. additional voluntary contributions.

The Pension Manager clarified that contribution rates were communicated twice yearly, which was once more than required.

RESOLVED, that the pension update be noted.

11. PENSION FUND - DRAFT ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2019

The Board received a report of the Chamberlain presenting the draft Pension Fund Statement of Account for year ended 31 March 2019.

RECEIVED

12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD

There were no questions.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

The meeting closed at 2.30pm.

Chairman

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