



P E N S I O N S B O A R D

Monday, 15 April 2024 at 11.00am

Room 102, Hackney Town Hall,
Mare Street, E8 1EA

Live stream link: https://youtube.com/live/xDrzqYG1K_0

Back up link: <https://youtube.com/live/SU8eY6YmZTw>

Members of the Committee:

Rebecca Datta

Chris Ellmore

Catherine Pearce (Chair)

Natasha Persue – King

Pradeep Waddon

Dawn Carter-McDonald
Interim Chief Executive
Published on: 5 April 2024
www.hackney.gov.uk

Contact: Rabiya Khatun
Governance Officer
Published by: Natalie Williams
governance@hackney.gov.uk

Pensions Board

Monday, 15 April 2024

Order of Business

1 Apologies for Absence

2 Declarations of Interest

Members are invited to consider the guidance which accompanies this agenda and make declarations as appropriate.

3 Minutes of the Previous Meeting (Pages 9 - 12)

To confirm the minutes of the previous meeting held on 22 September 2022

4 Pensions Board Training – Roles & Responsibilities of Pensions Board Members (Pages 13 - 38)

5 Training Requirements and Priorities

Oral update for discussion

6 Pensions Board Work Plan 2024/25 (Pages 39 - 44)

7 Frequency of Pensions Board Meetings (Pages 45 - 48)

8 Review of Pensions Committee Papers – Public Papers

8.1 Pensions Committee 26 March 2024 Public Agenda Pack
<https://hackney.moderngov.co.uk/documents/g5830/Public%20reports%20pack%20Tuesday%2026-Mar-2024%2018.30%20Pensions%20Committee.pdf?T=10>

8.2 Pensions Committee 7 February 2024 Public Agenda Pack
<https://hackney.moderngov.co.uk/documents/g5815/Public%20reports%20pack%20Wednesday%2007-Feb-2024%2018.30%20Pensions%20Committee.pdf?T=10>

9 Any Other Business

10 Exclusion of the Press and Public

Proposed resolution:

That the press and public be excluded from the proceedings of the Pensions Board meeting during consideration of Exempt items on the agenda on the

grounds that it is likely, in the view of the nature of the business to be transacted, that were members of the public to be present, there would be disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

11 Review of Pensions Committee Papers – Exempt Papers

Circulated separately.

12 Any Other Exempt Business

Public Attendance

The Town Hall is open. Information on forthcoming Council meetings can be obtained from the Town Hall Reception.

Members of the public and representatives of the press are entitled to attend Council meetings and remain and hear discussions on matters within the public part of the meeting. They are not, however, entitled to participate in any discussions. Council meetings can also be observed via the live-stream facility, the link for which appears on the agenda front sheet of each committee meeting.

On occasions part of the meeting may be held in private and will not be open to the public. This is if an item being considered is likely to lead to the disclosure of exempt or confidential information in accordance with Schedule 12A of the Local Government Act 1972 (as amended). Reasons for exemption will be specified for each respective agenda item.

For further information, including public participation, please visit our website <https://hackney.gov.uk/menu#get-involved-council-decisions> or contact: governance@hackney.gov.uk

Rights of Press and Public to Report on Meetings

The Openness of Local Government Bodies Regulations 2014 give the public the right to film, record audio, take photographs, and use social media and the internet at meetings to report on any meetings that are open to the public.

By attending a public meeting of the Council, Executive, any committee or sub-committee, any Panel or Commission, or any Board you are agreeing to these guidelines as a whole and in particular the stipulations listed below:

- Anyone planning to record meetings of the Council and its public meetings through any audio, visual or written methods they find appropriate can do so providing they do not disturb the conduct of the meeting;
- You are welcome to attend a public meeting to report proceedings, either in 'real time' or after conclusion of the meeting, on a blog, social networking site, news forum or other online media;
- You may use a laptop, tablet device, smartphone or portable camera to record a written or audio transcript of proceedings during the meeting;
- Facilities within the Town Hall and Council Chamber are limited and recording equipment must be of a reasonable size and nature to be easily accommodated.
- You are asked to contact the Officer whose name appears at the beginning of this Agenda if you have any large or complex recording equipment to see whether this can be accommodated within the existing facilities;
- You must not interrupt proceedings and digital equipment must be set to 'silent' mode;
- You should focus any recording equipment on Councillors, officers and the public who are directly involved in the conduct of the meeting. The Chair of the meeting will ask any members of the public present if they have objections

to being visually recorded. Those visually recording a meeting are asked to respect the wishes of those who do not wish to be filmed or photographed. Failure to respect the wishes of those who do not want to be filmed and photographed may result in the Chair instructing you to cease reporting or recording and you may potentially be excluded from the meeting if you fail to comply;

- Any person whose behaviour threatens to disrupt orderly conduct will be asked to leave;
- Be aware that libellous comments against the council, individual Councillors or officers could result in legal action being taken against you;
- The recorded images must not be edited in a way in which there is a clear aim to distort the truth or misrepresent those taking part in the proceedings;
- Personal attacks of any kind or offensive comments that target or disparage any ethnic, racial, age, religion, gender, sexual orientation or disability status could also result in legal action being taken against you.

Failure to comply with the above requirements may result in the support and assistance of the Council in the recording of proceedings being withdrawn. The Council regards violation of any of the points above as a risk to the orderly conduct of a meeting. The Council therefore reserves the right to exclude any person from the current meeting and refuse entry to any further council meetings, where a breach of these requirements occurs. The Chair of the meeting will ensure that the meeting runs in an effective manner and has the power to ensure that the meeting is not disturbed through the use of flash photography, intrusive camera equipment or the person recording the meeting moving around the room.

Advice to Members on Declaring Interests

If you require advice on declarations of interests, this can be obtained from:

- The Monitoring Officer;
- The Deputy Monitoring Officer; or
- The legal adviser to the meeting.

It is recommended that any advice be sought in advance of, rather than at, the meeting.

Disclosable Pecuniary Interests (DPIs)

You will have a Disclosable Pecuniary Interest (*DPI) if it:

- Relates to your employment, sponsorship, contracts as well as wider financial interests and assets including land, property, licenses and corporate tenancies.
- Relates to an interest which you have registered in that part of the Register of Interests form relating to DPIs as being an interest of you, your spouse or civil partner, or anyone living with you as if they were your spouse or civil partner.
- Relates to an interest which should be registered in that part of the Register of Interests form relating to DPIs, but you have not yet done so.

If you are present at any meeting of the Council and you have a DPI relating to any business that will be considered at the meeting, you **must**:

- Not seek to improperly influence decision-making on that matter;
- Make a verbal declaration of the existence and nature of the DPI at or before the consideration of the item of business or as soon as the interest becomes apparent; and
- Leave the room whilst the matter is under consideration

You **must not**:

- Participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business; or
- Participate in any vote or further vote taken on the matter at the meeting.

If you have obtained a dispensation from the Monitoring Officer or Standards Committee prior to the matter being considered, then you should make a verbal declaration of the existence and nature of the DPI and that you have obtained a dispensation. The dispensation granted will explain the extent to which you are able to participate.

Other Registrable Interests

You will have an 'Other Registrable Interest' (ORI) in a matter if it

- Relates to appointments made by the authority to any outside bodies, membership of: charities, trade unions, lobbying or campaign groups, voluntary organisations in the borough or governorships at any educational institution within the borough.
- Relates to an interest which you have registered in that part of the Register of Interests form relating to ORIs as being an interest of you, your spouse or civil partner, or anyone living with you as if they were your spouse or civil partner; or
- Relates to an interest which should be registered in that part of the Register of Interests form relating to ORIs, but you have not yet done so.

Where a matter arises at any meeting of the Council which affects a body or organisation you have named in that part of the Register of Interests Form relating to ORIs, **you must** make a verbal declaration of the existence and nature of the DPI at or before the consideration of the item of business or as soon as the interest becomes apparent. **You may** speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Disclosure of Other Interests

Where a matter arises at any meeting of the Council which **directly relates** to your financial interest or well-being or a financial interest or well-being of a relative or close associate, you **must** disclose the interest. **You may** speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Where a matter arises at any meeting of the Council which **affects** your financial interest or well-being, or a financial interest or well-being of a relative or close associate to a greater extent than it affects the financial interest or wellbeing of the majority of inhabitants of the ward affected by the decision and a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest, you **must** declare the interest. You **may** only speak on the matter if members of the public are able to speak. Otherwise you must not take part in any discussion or voting on the matter and must not remain in the room unless you have been granted a dispensation.

In all cases, where the Monitoring Officer has agreed that the interest in question is a **sensitive interest**, you do not have to disclose the nature of the interest itself.

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MINUTES OF A MEETING OF THE PENSIONS BOARD

THURSDAY 22 SEPTEMBER 2022

UNTIL FURTHER NOTICE ALL PENSION BOARD MEETINGS WILL BE HELD REMOTELY

THE LIVE STREAM CAN BE VIEWED HERE:

<https://youtu.be/3qkqIJYSRXY>

Members Present: Samantha Lloyd (Chair)
Michael Hartney

Officers in Attendance: Rachel Cowburn (Head of Pensions)
Jackie Moylan (Director of Financial Management)
Peter Gray (Governance Officer)

Also in Attendance: Catherine Pearce (Aon)

1 Apologies for Absence

1.1 There were no apologies for absence

2 Declarations of Interest - Members to declare as appropriate

2.1 There were no declarations of interest.

3 Minutes of the previous meeting

RESOLVED:

To agree the Minutes of the previous meeting were agreed as a correct record as amended as follows:

4 Training - Accounting, Procurement

4.1 Catherine Pearce presented to the Board, highlighting the following:

- Procurement rules;
- Chartered Institute of Public Finance and Accounting requirement;
- Chartered Institute of Public Finance and Accounting competencies for Board Members;
- Public Procurement Requirement

- Equalities of treatment for bidders;
- Local Government Pension Scheme Bidders.

4.2 The Chair asked for clarification on Norfolk Council were the Lead Council. It was noted that this Council had volunteered to be the Lead Council.

5 Actuarial Valuation - Whole Fund Results and Funding Strategy Statement

5.1 The Head of Pensions introduced the report providing the Pensions Board with an update on the Fund's 2022 triennial actuarial valuation. It set out the whole fund results of the valuation and the initial results of the valuation and presented a draft Funding Strategy Statement prior to consultation with employers.

5.2 The Head of Pensions told the Board that under the Local Government Pensions Scheme Regulations 2013, the Pension Fund is required to undertake a formal actuarial valuation every 3 years to establish its funding position and to set the contribution rate for the following three years. At the previous valuation the single funding level stood at 92%. With the changes in economic circumstances the single funding level stood at 106%. This was driven by good asset performance and the significant change to the guilds in the past months, reducing the valuation of liability. There had been a substantial change to the funding position which had wiped out the Fund's historic deficit. In the current economic environment it now appeared that the cost of future servicing was increasing. The current spike in inflationary pressure was expected to be short term.

RESOLVED:

- To note the whole fund reported funding position and the assumptions on which it is based;
- To note the draft Funding Strategy Statement;

6 Pensions Fund Statement of Accounts

6.1 The Head of Pensions introduced the report on the Pension Fund Statement of Accounts sets out the financial position of the Pension Fund as at 31st March 2022, acting as the basis for understanding the financial wellbeing of the Pension Fund. Hackney Council's draft 2021/22 accounts (including the Pension Fund Statement of Accounts) were published by the deadline of 31st July.

6.2 Audit of the accounts had not yet commenced and a timetable for the audit was not yet available. There had been substantial issues around the timing of audit for this set of accounts. The deadline for the 2021/22 accounts was the end of November. Last year's accounts were delayed because of the Cyber attack. There was a national issue around the valuation of infrastructure assets and the opinion for the 2021/22 accounts was not available.

6.3 The Head of Pensions reported that the Pensions Section had not been approached in regard to the audit of the Pensions Fund Account. The key issue was the publication of the Annual Report with a requirement to publish by 1

December 2022. It was unlikely that the deadline would be met this year. It was anticipated that it would be necessary to publish the Annuals Accounts without having the accounts audited, with a draft version of the report submitted to the Pensions Committee for in principle sign off. The Board agreed with this approach to the publication of the accounts.

- 6.4 The Head of Pensions told the Board that private market assets had been taken on. There had been delays to private market valuations. Updated, different information had been received. Advice would be sought from Audit whether they would wish this updated at the point of audit.

RESOLVED:

- To note the report

7 Review of Pensions Committee Papers

- 7.1 The Head of Pensions introduced the report on the the work undertaken by the Pensions Committee at its meetings in the period from April 2022 to September 2022 and to note items that are relevant to the work of the Pension Board. It also included a forward look at the upcoming work of the Committee during 2023.

RESOLVED:

- To note the report.

8 Data Improvement Update

- 8.1 The Head of Pensions introduced the report providing the Board with an update on the Fund's ongoing project to improve both the quality of membership data and its timescales for issuing annual benefit statements to members. The report covered actions taken to help improve, in the longer term, the quality of data provided by the Council as an employer and to cleanse the data currently held on the pension administration system in relation to Hackney Council and schools' staff. There had been significant improvement in the quality of the data and the Council's ability to produce this when required in a timely way. The main driver of the data has been automation of the data. Equiniti had been able to produce a strong set of evaluation data. The Fund Actuary was content with the quality of the data.
- 8.2 The Board considered that this improvement in data quality was a significant achievement and asked if all parties would reflect on a periodic basis to ensure that any issues are identified at an early stage and escalated. Clarification was requested on whether the required resources were available to solve any problems.
- 9.3 The Director of Financial Management told the Board that the improved interface had made a big impact on the quality of data. Regular meetings were held with relevant stakeholders to monitor the situation with a forward look at what could cause issues in the future. The Head of Pensions confirmed that the upload had been completed for a number of months. The Consultant on data improvement was expected to step back soon when a test of available

resources will be carried out. It was considered that the team had built its skills set in this regard. There may be initial disruption from the gradual integration of the Hackney Payroll Team with the Hackney Education Payroll Team. A report back would be made to the Board on this matter.

Action: Head of Pensions

RESOLVED:

- To note the report.

9 Any Other Unrestricted Business

9.1 There was no other unrestricted business

10 Exclusion of Press and Public

That the press and public be excluded from the remainder of the meeting as the items below contain exempt information, as defined under schedule 12A of the Local Government Act 1972.

11. Exempt Minutes

12. Actuarial Report - Exempt Appendices

13. Third Party Administration

Duration of the meeting – 10-11:30am

Chair: Samantha Lloyd

Contact: Peter Gray Governance Officer
Peter.Gray@Hackney.gov.uk



Title of Report	Pensions Board Training - Roles & Responsibilities of Pensions Board Members
For Consideration By	Pensions Board
Meeting Date	15 April 2024
Classification	Public
Ward(s) Affected	All
Group Director	Jackie Moylan, Interim Group Director of Finance

1. Introduction

- 1.1. This report introduces a training session for Board Members setting out the high level information regarding the governance of the LGPS (Local Government Pension Scheme), the respective roles of Committee and Board and specific information regarding the Hackney Pension Fund.

2. Recommendations

- 2.1. **The Pensions Board is recommended to note the report..**

3. Related Decisions

- 3.1. None

4. Comments of the Interim Group Director of Finance

- 4.1. The responsibilities for the Pension Fund are complex and varied covering the whole spectrum of investments, administration and financial management. This report sets out the roles and responsibilities of the Members of the Pensions Board in relation to the governance of the Fund and provides specific high level information in respect of the Hackney Fund.
- 4.2. There are no immediate financial implications arising from this report.

5. Comments of the Acting Director of Legal, Democratic and Electoral Services

- 5.1. The Council has established a Pensions Board to support the Scheme Manager of the Pension Fund in accordance with legislation. The Board is responsible for assisting the Administering Authority (the Scheme Manager)

in securing compliance with legislation and The Pensions Regulator's requirements, and to ensure effective and efficient governance and administration of the LGPS.

- 5.2. The Terms of Reference of the Pensions Board are contained within Appendix 3 of the Council's Constitution. The Board provides oversight of compliance, and effective and efficient governance and administration, and is not a decision-making body.
- 5.3. This training session sets out a high level review of the role of Pension Board, particularly importance given the fact that the Board consists of entirely newly appointed members.

6. Background to the report

- 6.1. The Appendix to this report is a set of training slides to be presented by Ian Colvin from Hymans Robertson, the Funds Governance and Benefits Advisers.
- 6.2. This is the first meeting of an entirely new membership of the Pensions Board. It is important that Members of the Board understand their role and responsibilities, an area to be covered in the training session.
- 6.3. The training also provides an overview of the legislative framework within which the Fund operates, Who's Who in the LGPS, the role of the Committee and the LCIV (London Collective Investment Vehicle).
- 6.4. Finally the training provides an overview of the main features of the Hackney Fund, including information regarding the assets and liabilities of the Fund, employers in the Fund and scheme members.
- 6.5. The Board will in future receive training as part of each meeting covering specific items on the future work plan, thus ensuring that Board Members have an understanding of the matters they are considering.

Appendices

1 - Hackney Pensions Board Training Slides

Background documents

None

Report Author	Name: Michael Honeysett Title: Interim Head of Pensions Email: michael.honeysett@hackney.gov.uk Tel: 020 8356 3332
Comments for the Interim Group Director of Finance prepared by	Name: Jackie Moylan Title: Interim Group Director of Finance Email: jackie.moylan@hackney.gov.uk Tel: 020 8356 3032
Comments for the Director of Legal, Democratic and Electoral Services prepared by	Name: Georgia Lazari Title: Acting Assistant Director of Legal and Governance Email : georgia.lazari@hackney.gov.uk Tel: 0208 356 1369

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Hackney Pension Board

- Ian Colvin
- 15 April 2024





Pension Legislation

Who's who

About The Fund

Policy Documents

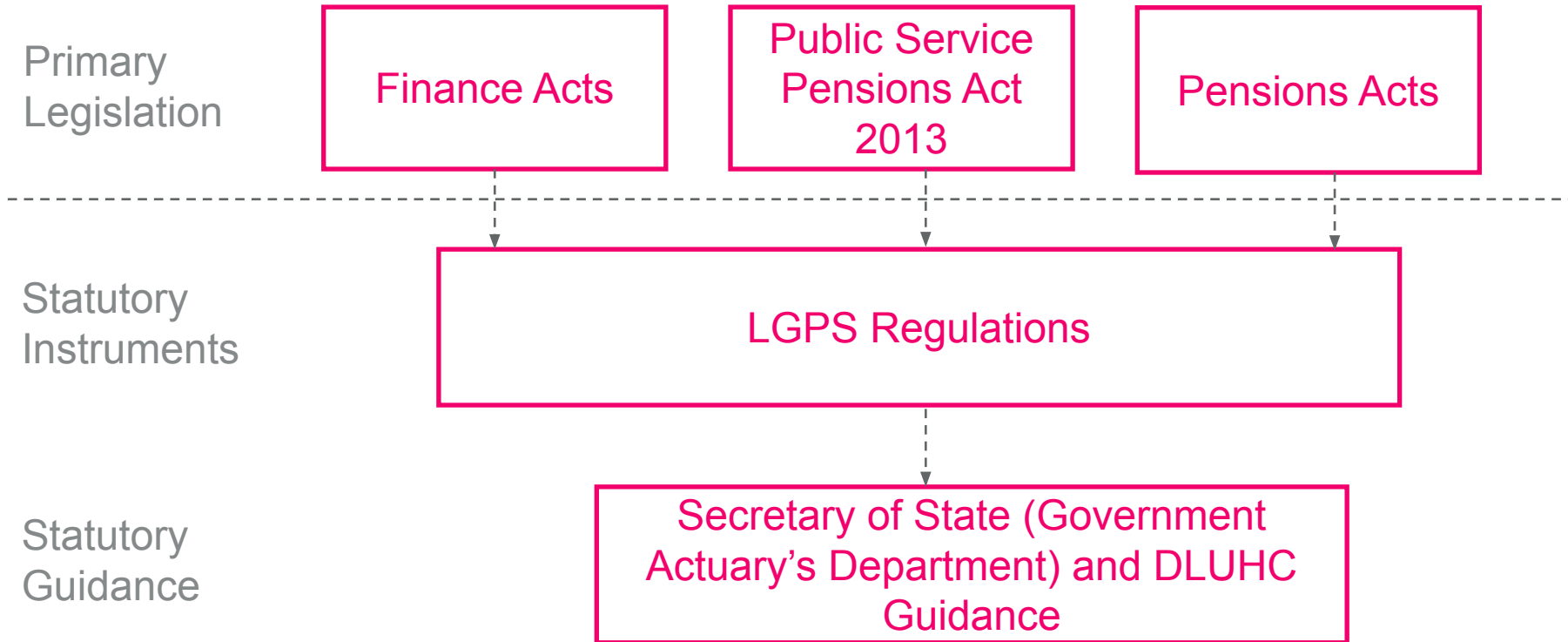
Hot topics

Who's who

Pension Legislation



General Pensions Framework



Primary Legislation

Finance Acts (HM Treasury)

- Tax relief on pension contributions
- Tax free cash lump sum
- Thresholds on annual pension savings
- No tax on investment growth
- Freedom and choice

Pensions Acts (Dept Work & Pensions)

- Disclosure requirements
- Contracting out (still relevant)
- Governance e.g. dispute resolution, record keeping, reporting breaches

Public Service Pensions Act 2013 (HM Treasury)

- Benefit structure (Career Average Revalued Earnings)
- Local Pension Boards
- Role of the Pensions Regulator in public sector
- Scheme Advisory Board

LGPS Regulations and Guidance

LGPS Statutory Instruments

- LGPS Regulations 2013 (as amended)
- LGPS (Management and Investment of Funds) Regulations 2016
- Lots of saved former regulations (2008, 1997, 1995 etc etc)
- ...all subject to (numerous) amendments!

LGPS Statutory Guidance

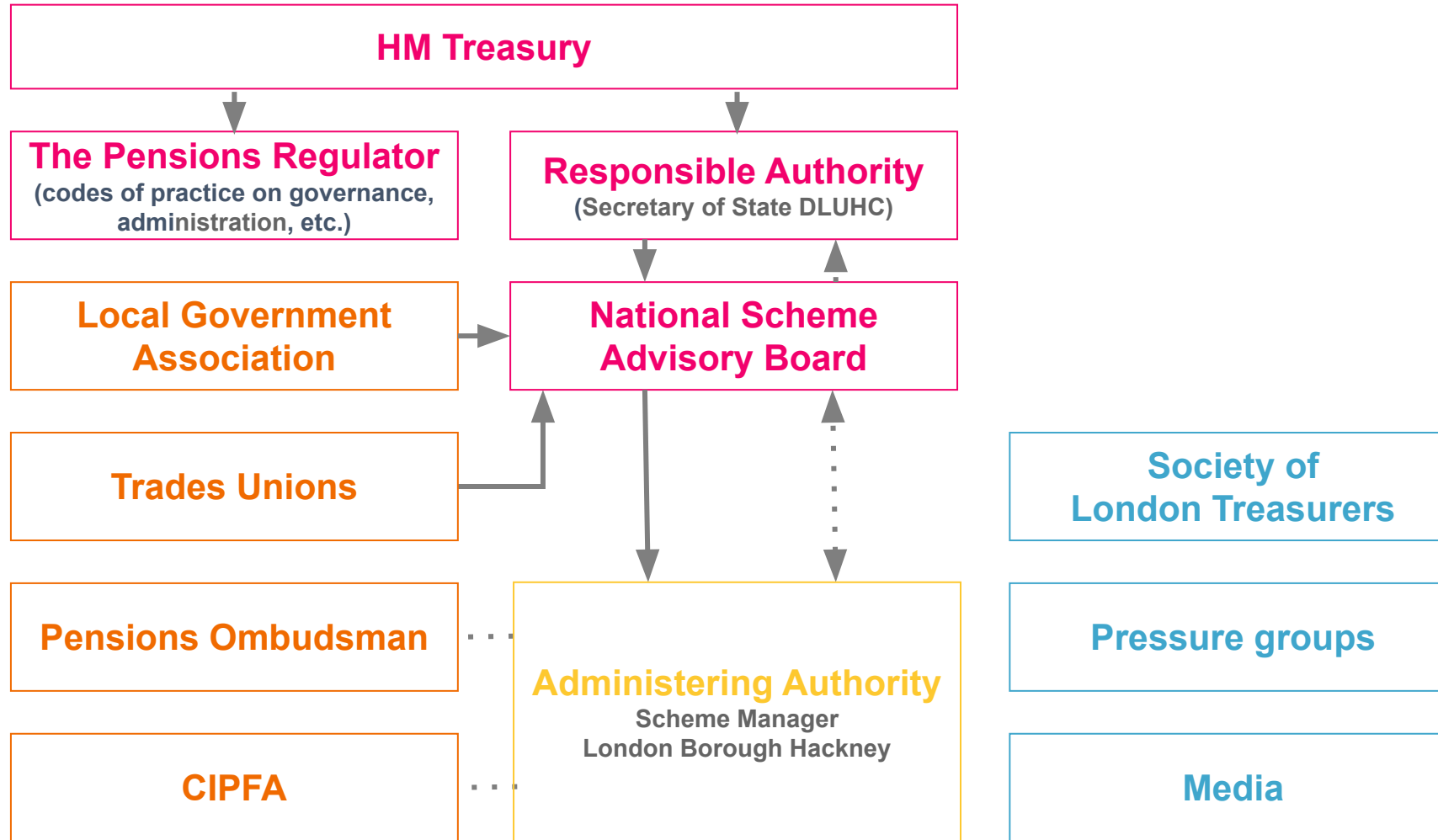
- Guidance on ill health
- Guidance on preparing and maintaining an Investment Strategy Statement
- Additional Pension, AVCs
- Annual and Lifetime Allowances
- Early/flexible Retirement (incl. Reductions)
- Transfers, interfunds
- Divorce debits and credits

Who's who

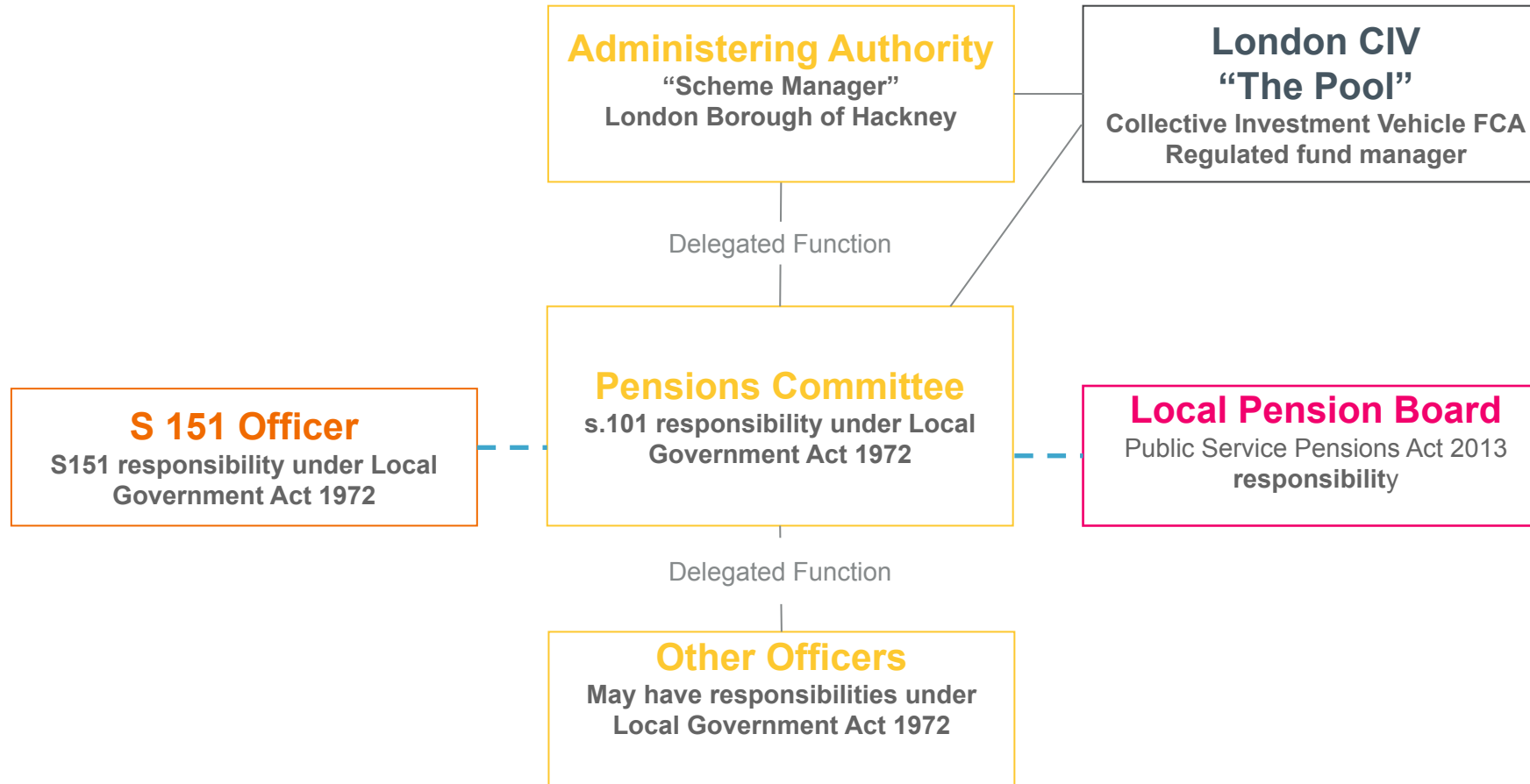
Who's who



Who's who at national level

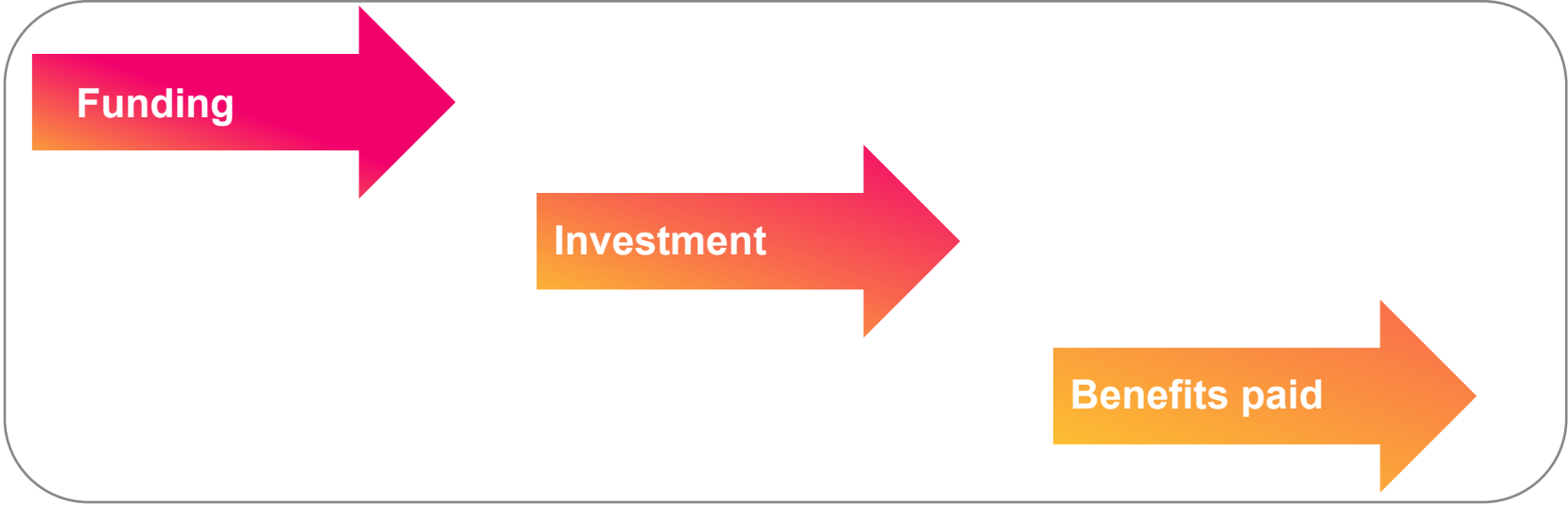


Who's who at a local level



Employing Authorities

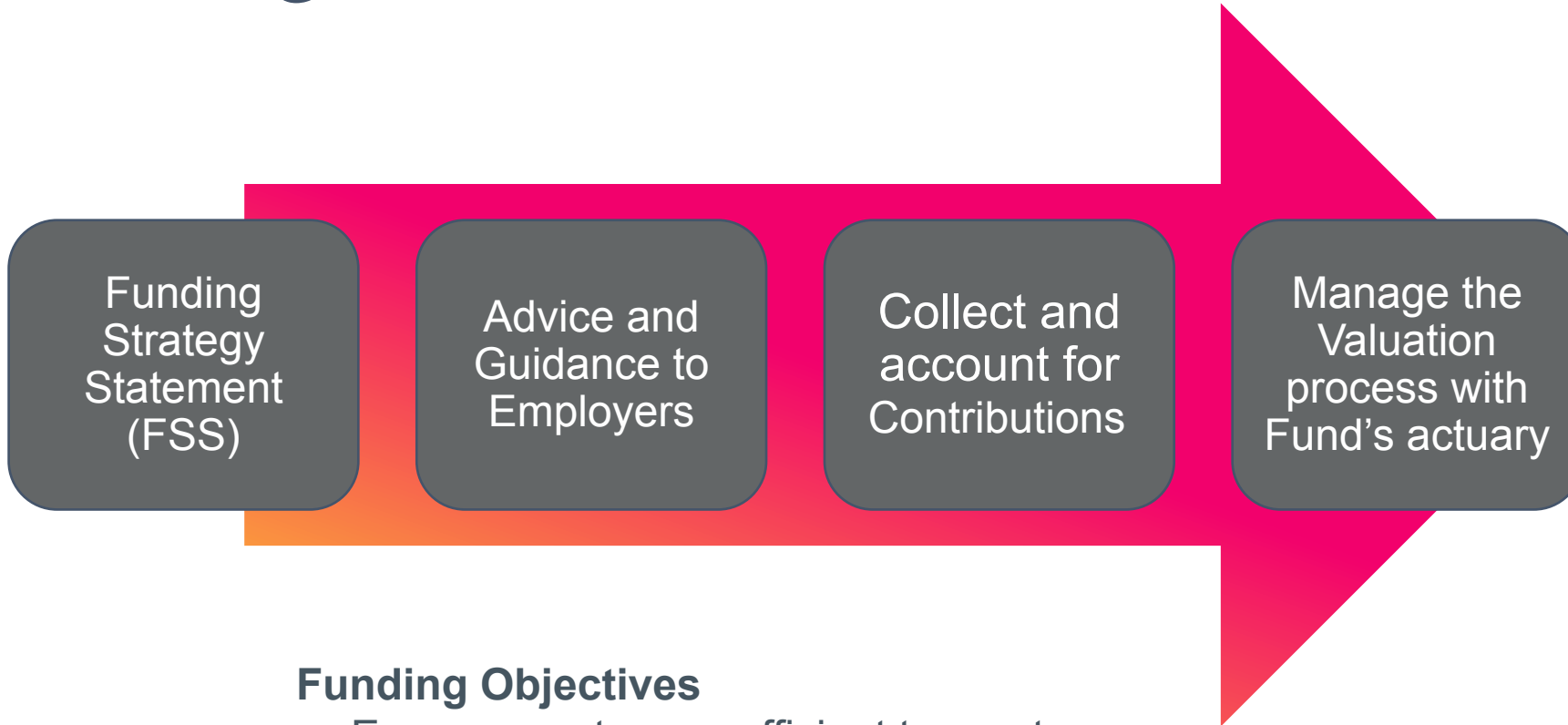
The Administering Authority



Management of all aspects of the Fund

Funding

Page 27

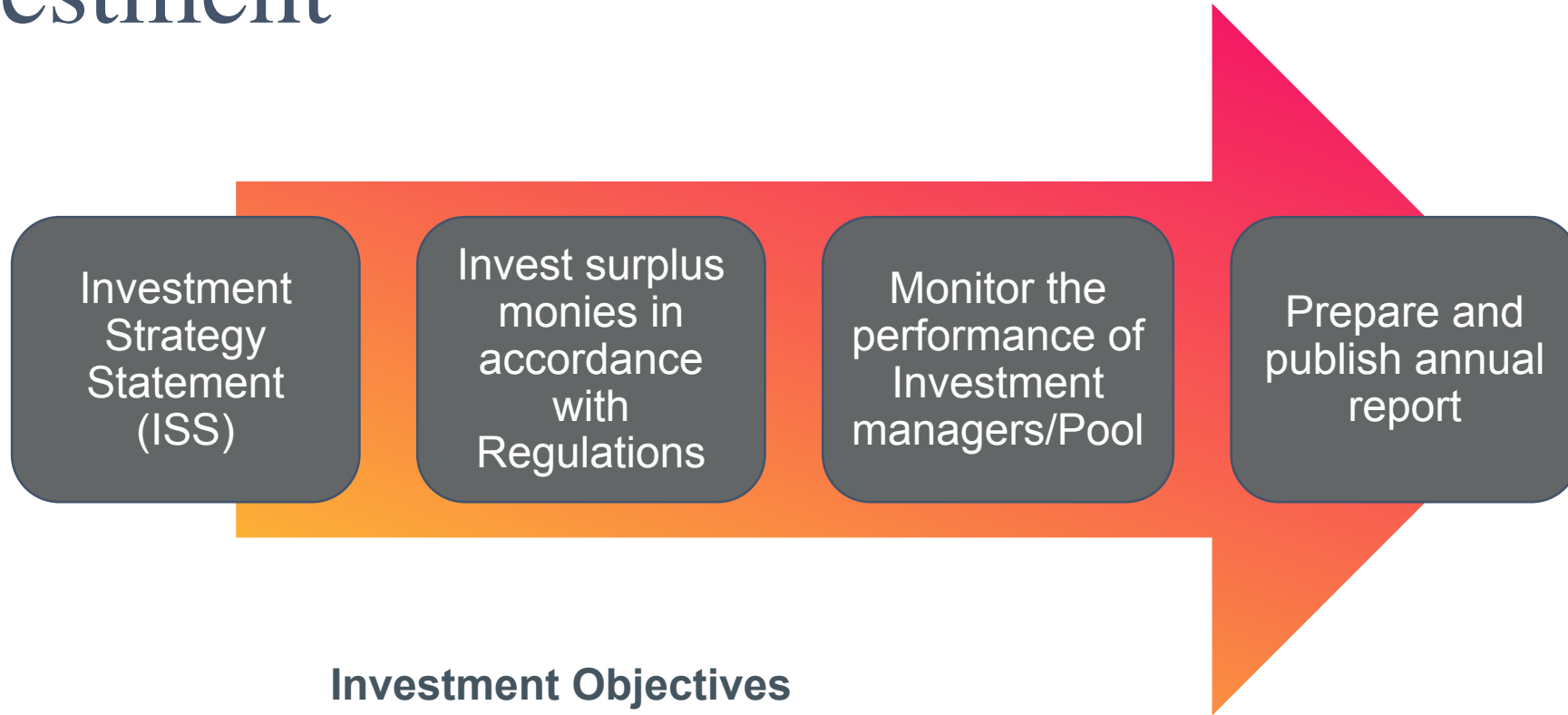


Funding Objectives

- Ensure assets are sufficient to meet liabilities
- Fairness across all employers
- Prevent cross-subsidy of employers
- Ensure liquidity for projected cashflows

Investment

Page 28



Investment Objectives

- Maximise investment returns within risk parameters
- Agree a suitable risk tolerance
- Ensure diversification
- Invest over the long term

Benefits Paid



Page 29

Administration Objectives

- Provide high quality service
- Ensure correct benefits paid
- Improve overall data quality
- Protect members' data

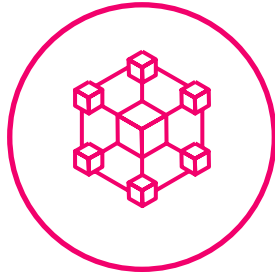
Communications Objectives

- Ensure communication is clear and precise
- Provide all relevant information in consistent and timely manner
- Regularly review and update Fund documents and policies

The Role of the Committee Member

Some of the key aspects of the role to note are:

Set Fund objectives and strategy



Act in interests of members and taxpayers



Ensure compliance with legislation



Maintain knowledge and understanding



Make and ratify decisions



Non-political

Committee Terms of Reference

Carries out a delegated function on behalf of the administering authority, including;

- To act as Trustees of the Council's Pension Fund
- To act as Scheme Manager for the Pension Fund.
- To formulate and publish a Statement of Investment Principles.
- To set the overall strategic objectives for the Pension Fund, To determine the strategic asset allocation policy,
- Responsibility for all aspects of the Fund

Delegated Function



Does not make
'employer' decisions
and the pension fund
is not an Executive
Function

The role of the Local Pension Board

- Requirements set out under the Public Service Pensions Act 2013
- Assist the scheme manager in securing compliance with:
 - Scheme regulations
 - Legislation relating to governance and administration of the Scheme
 - Pension Regulator's requirements e.g. Code of Practice
- Members must have appropriate knowledge and understanding
- The Board must have equal number of scheme member and employer representatives
- No conflict of interest

Assisting with



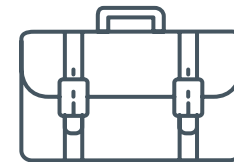
**Does not make
delegated decisions
on behalf of the
administering
authority**

Roles and responsibilities - others

London Borough of Hackney



Click to add text



S151 Officer

- Effective financial control
- Financial management arrangements
- Internal audit & Scrutiny
- Anti corruption strategy

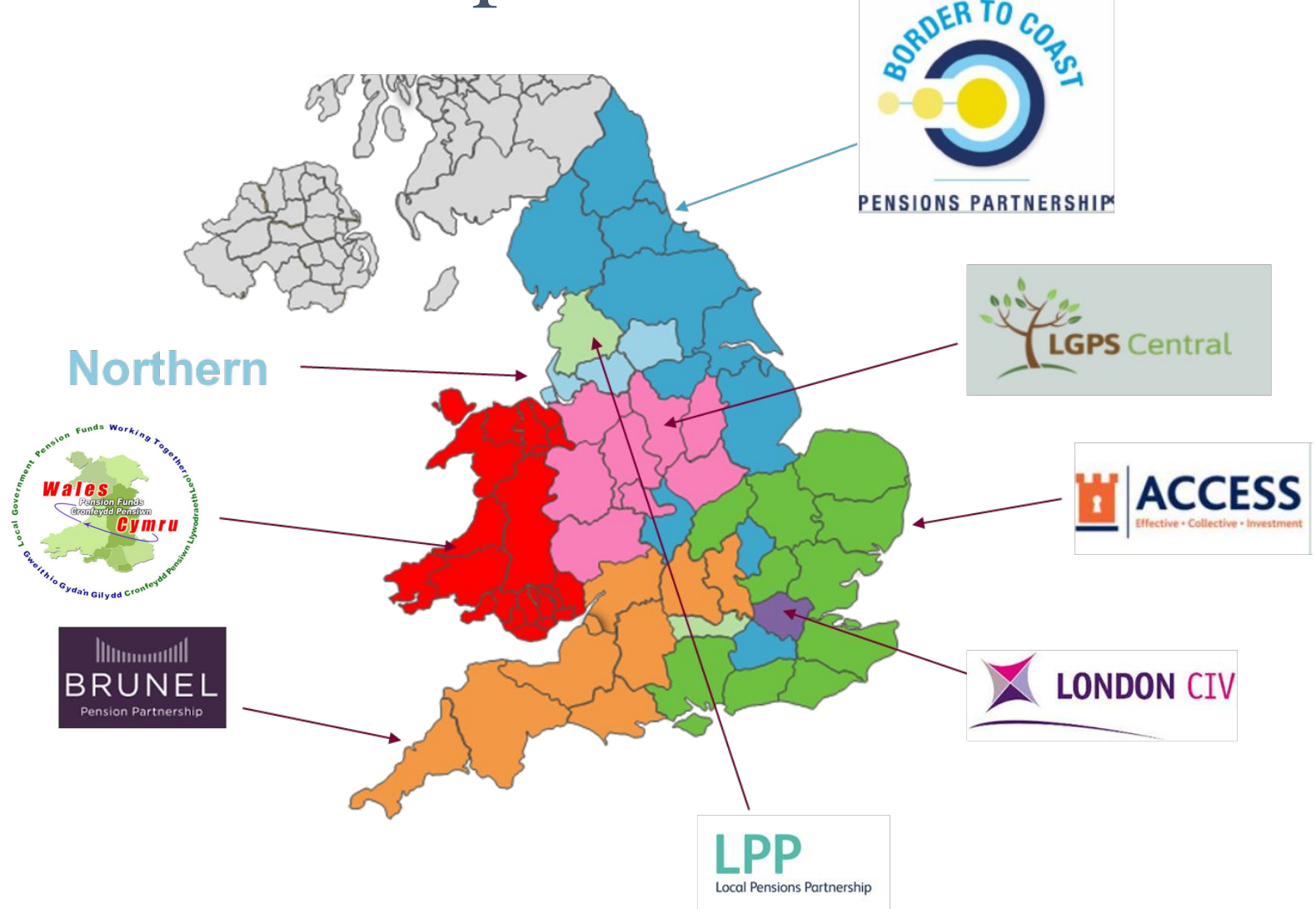
Scheme Employers

- Enrol members correctly
- Collect and pay contributions
- Provide data to Fund
- Exercise certain discretions
- Ensure member protections

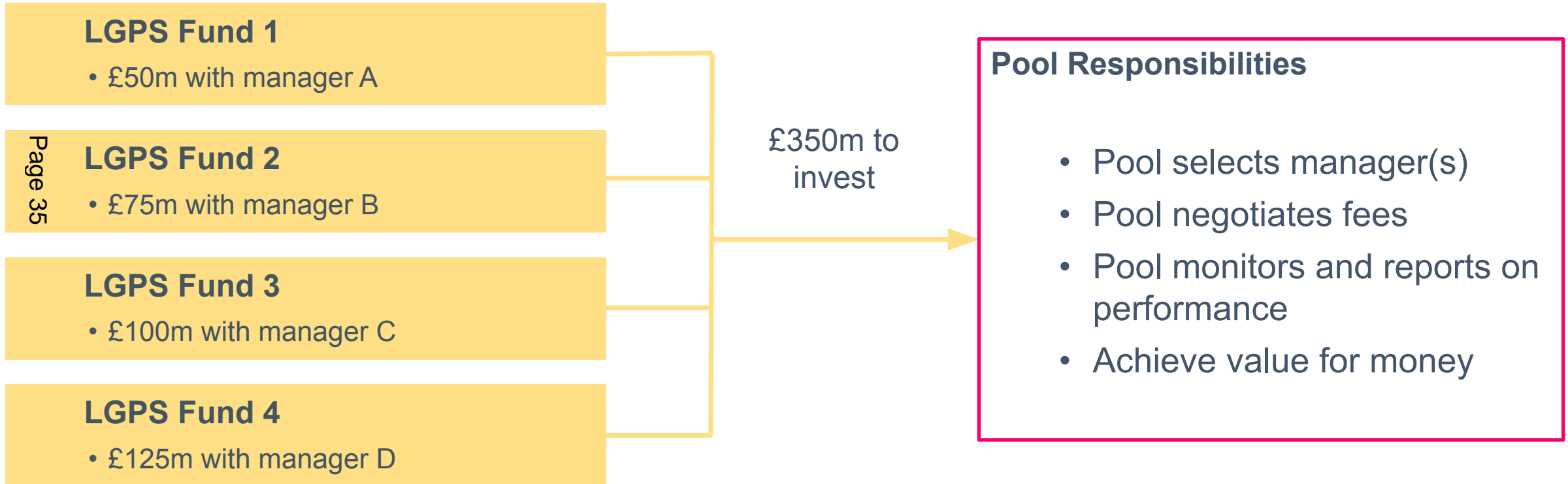
Advisors - (actuarial, investments, governance, etc.)

- Clear & relevant advice
- Offer feedback & Challenge
- Co-operate with other stakeholders

LGPS investment pools



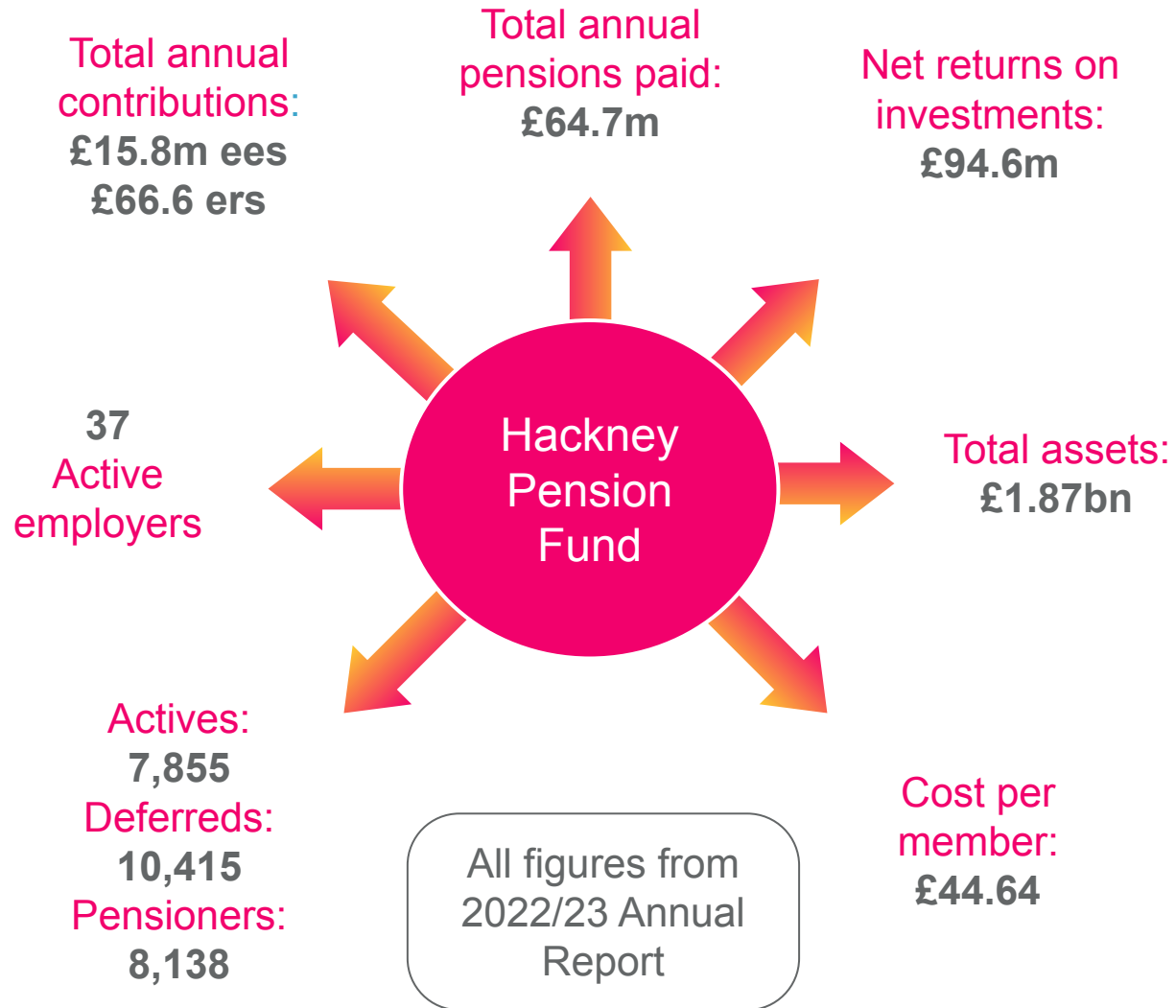
Role of the Pool



About your fund

Hymans Robertson LLP® is a limited liability partnership registered in England and Wales with registered number OC310282. Authorised and regulated by the Financial Conduct Authority and licensed by the Institute and Faculty of Actuaries for a range of investment business activities.





Page 38

Thank you

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Title of Report	Pensions Board Work Plan 2024-2025
For Consideration By	Pensions Board
Meeting Date	15 April 2024
Classification	Public
Ward(s) Affected	All
Group Director	Jackie Moylan, Interim Group Director of Finance

1. **Introduction**

- 1.1. This report sets out a proposed 2024-2025 work plan for the Pensions Board, including standard agenda items for each item and recurring/ad-hoc items.

2. **Recommendations**

- 2.1. **The Pensions Board is recommended to agree the work plan.**

3. **Related Decisions**

- 3.1. None

4. **Comments of the Interim Group Director of Finance**

- 4.1. The responsibilities for the Pension Fund are complex and varied covering the whole spectrum of investments, administration and financial management. Setting a work plan ensures an appropriate agenda for each meeting and sets out areas on which the Board can expect to receive progress updates.
- 4.2. There are no immediate financial implications arising from this report.

5. **Comments of the Acting Director of Legal, Democratic and Electoral Services**

- 5.1. The Council has established a Pensions Board to support the Scheme Manager of the Pension Fund in accordance with legislation. The Board is responsible for assisting the Administering Authority (the Scheme Manager) in securing compliance with legislation and The Pensions Regulator's requirements, and to ensure effective and efficient governance and

administration of the LGPS.

- 5.2. The Terms of Reference of the Pensions Board are contained within Appendix 3 of the Council's Constitution. The Board provides oversight of compliance, and effective and efficient governance and administration, and is not a decision-making body.

6. **Background to the report**

- 6.1. The draft work plan set out in the Appendix sets out the items that Board members can expect to see on future agendas during 2024-2025. The items on the workplan are divided into three categories.
- 6.2. The main section is standard items that should appear on each meeting agenda during 2024-2025. This includes standard meeting agenda items, such as consideration of recent Pensions Committee papers and Board training requirements, as well as updates on the progress of current ongoing projects such as the McCloud exercise and the introduction of pensions dashboards.
- 6.3. The next section is items that will appear on a recurring basis, usually annually. This includes the Board's annual report and consideration of annual audit reports.
- 6.4. Lastly the work plan includes projects that we know are likely to occur during 2024-2025 but where timings are currently unknown so cannot be allocated to a specific meeting agenda at this stage. This may be because developments at a national level are awaited, such as the Good Governance project, or because it is currently unclear how the work will fit in to the Pension Fund's overall business plan for 2024-25.
- 6.5. It is recognised that other items of interest to the Board are likely to arise during the year and these will be added to the relevant agenda. It is also recognised that some of the items listed on the work plan may be covered by the Pensions Committee papers being reviewed at a Board meeting and in that case that item may not be listed as a separate agenda item.
- 6.6. The aim of the work plan is to provide a structure for the agenda of future meetings, to ensure that all currently known work areas are included on an agenda at the appropriate time, and to provide the Board with guidelines on what they can expect to see at each meeting and the current projects that Board members need to have an understanding of.

Appendices

Appendix 1 - Draft 2024-2025 Work Plan

Background documents

None

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APPENDIX 1

Hackney Pension Fund Pensions Board

Work Plan 2024-2025

Standard items at every meeting:

- Apologies
- Declarations of interest
- Minutes of last meeting
- Action tracker
- Consideration of Pensions Committee reports and minutes
- Agree any input into Pensions Committee
- Risk register (if not covered elsewhere)
- McCloud / cost cap update
- National Pensions Dashboard update
- Data Improvement update
- Cyber / Business Continuity update
- Planning for end of current Third Party Administrator contract update
- Future work plan and training plan
- Future meeting dates
- Any other business

Recurring items:

- Pension Board annual report
- Annual benefit statements and pension savings statements update
- Audit reports

Future meetings
TPR General Code
Resourcing and recruitment
Good Governance Project
TCFD (Task force for Climate Related Financial Disclosures)
Investment Governance / Pooling
Stewardship Code

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Title of Report	Frequency of Pensions Board Meetings
For Consideration By	Pensions Board
Meeting Date	15 April 2024
Classification	Public
Ward(s) Affected	All
Group Director	Jackie Moylan, Interim Group Director of Finance

1. **Introduction**

- 1.1. The Fund feels that with the introduction of a new Board it is an appropriate time to review the frequency of meetings. The Board is asked to discuss what the frequency of future Board meetings should be. This report sets out the background and things to consider.

2. **Recommendations**

- 2.1. **The Pensions Board is asked to reach agreement on the frequency of future Board meetings.**

3. **Related Decisions**

- 3.1. None

4. **Comments of the Interim Group Director of Finance**

- 4.1. The responsibilities for the Pension Fund are complex and varied covering the whole spectrum of investments, administration and financial management. The Board should ensure that meetings are held at sufficient intervals to ensure that it is meeting its requirements under the Terms of Reference.
- 4.2. Additional meetings will incur additional administration costs, but these are expected to be minimal in the context of the overall administration costs of the Fund.

5. **Comments of the Acting Director of Legal, Democratic and Electoral Services**

- 5.1. The Council has established a Pensions Board to support the Scheme

Manager of the Pension Fund in accordance with legislation. The Board is responsible for assisting the Administering Authority (the Scheme Manager) in securing compliance with legislation and The Pensions Regulator's requirements, and to ensure effective and efficient governance and administration of the LGPS.

- 5.2. The Terms of Reference of the Pensions Board are contained within Appendix 3 of the Council's Constitution. The Board provides oversight of compliance, and effective and efficient governance and administration, and is not a decision-making body.

6. **Background to the report**

- 6.1. The requirement for an Administering Authority to set up a Pensions Board was introduced by the Public Service Pensions Act 2013 (PSPA 2013) and was subsequently included in the Local Government Pension Scheme Regulations 2013 (as amended) (LGPS Regulations 2013). The regulations relating to the setting up of Pension Boards came into effect in April 2015.
- 6.2. Neither the PSPA 2013 nor the LGPS Regulations 2013 set out any requirements for how often a Pensions Board should meet.
- 6.3. In February 2015 the national LGPS Scheme Advisory Board (SAB) issued guidance for Administering Authorities on the creation and operation of Pension Boards. This guidance does not set out how often a Pensions Board should meet, although it does say that 'the frequency of Pension Committee meetings may serve as a useful benchmark for how often the Board should meet'. More detail on how this applies to the Hackney Pension Fund is set out in point 6.10 below.
- 6.4. The Terms of Reference for the Pensions Board of the Hackney Pension Fund were originally agreed in April 2015 on the initial creation of the Hackney Pensions Board and these Terms of Reference set out that the Board will meet a minimum of twice in each calendar year. The Terms of Reference have been reviewed at appropriate intervals since their introduction but the wording regarding the frequency of meetings has not changed.
- 6.5. The Board held meetings twice a year from its inception in April 2015 until September 2022. However previous Board members had queried whether two meetings a year was sufficient and a discussion was due to be held on this matter before events overtook this and the previous Board members resigned.
- 6.6. In March 2024 The Pension Regulator's (TPR's) new General Code of Practice came into force, replacing 10 previous Code of Practice including Code of Practice 14: Governance and administration of public sector pension schemes. The PSPS 2013 extended TPR's powers to public sector pension schemes, including the LGPS, and therefore LGPS funds are expected to comply with the new General Code, as they did with the previous Code of

Practice 14.

- 6.7. The 'meetings and decision-making' module of the General Code states that 'The governing body should spend an appropriate amount of time running its scheme. In most cases, the governing body will need to meet at least quarterly'. However, for a public sector pension scheme such as the LGPS the term 'governing body' in the Code encompasses the Scheme Manager, the Pensions Committee and the Pensions Board rather than referring specifically to the Pensions Board.
- 6.8. It is therefore down to each Administering Authority to determine how often its Pension Board should meet, taking into account TPR's guidance about ensuring an appropriate amount of time is spent running the scheme.
- 6.9. In the experience of the Fund's current and previous Governance Advisers, the majority of LGPS Pension Boards meet quarterly although there are some that do meet less frequently.
- 6.10. The Board should consider how many meetings a year is sufficient to carry out the proposed work plan, noting that it is likely that the Pensions Committee will meet 6 times during 2024-25. Options could include:
- Continuing to meet twice a year
 - Increasing the number of meetings e.g. to three or four a year
 - Linking the number of Pensions Board meetings to the number of Pensions Committee meetings.

Appendices

None

Background documents

None

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