HERTFORDSHIRE COUNTY COUNCIL

FIRE PENSION BOARD

FRIDAY 27 MAY 2016 AT 10 AM

HERTFORDSHIRE FIREFIGHTERS PENSIONS SCHEME – PENSION REGULATOR REQUIREMENTS

Report of the Director of Resources

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1.   Purpose of Report

1.1   To outline the Pension Fund Regulator Requirements and how they relate to the Hertfordshire Fire Fighter pension Scheme (HFPS).

1.2   To outline how such arrangements are proposed to be supported.

2.   Background

2.1   The Pension Regulator has provided a range of material to enable Pension Boards to discharge their duties in supporting the governance and administration of Pension Fund schemes. The Pension Regulator has published a code of practice for public sector pension schemes which is applicable from 1 April 2015. The code outlines the standards of conduct and practice and how issues such as conflicts of interest, managing risks, record keeping, member communications and managing contributions should be approached. The code also includes guidance on the legal requirement for board members to have knowledge and understanding of relevant pension's law and their own scheme rules. To support the code the Regulator has also published an on-line tool https://education.thepensionsregulator.gov.uk/login/index.php

2.2   This report and items elsewhere on the agenda sets out how these issues are proposed to be discharged by the HFPS.

3   Recommendations

3.1   The Board are asked to provide their comment on the contents of the report.

3. Pension Regulator Code of Practice

3.1 The code of practice, supported by the toolkit, covers the following areas:

- Knowledge and understanding required by Pension Board members
- Conflicts of Interest – what they area and how they need to be managed
- Managing Risk and Internal Controls – how to monitor, evaluate and manage scheme risks
- Maintaining Accurate Member Data – data requirements and record keeping
- Maintaining member Contributions – how to monitor member contributions
- Providing Information to members and others – the different types of information the scheme is required to provide
- Resolving Internal Disputes – how the Internal Disputes Resolution process is managed
- Reporting breeches of the law – which breeches must be reported to the Regulator

3.2 The material shared with the HFPS Board at the last meeting on 23 May 2015 and the training session on 28 January 2016 provided the background to the scheme and introduced members to their specific roles and responsibilities. It also outlined the responsibilities of the county council in discharging its responsibilities in terms of the administration of the scheme.

3.3 The following table provides a checklist of how the issues set out in the Regulator code are proposed to be addressed through the HFPS Board meetings to enable members to discharge their duties:

Area	How they will be addressed	Responsibility
Knowledge and Understanding	Training Plan – to be kept under ongoing review with further areas for development to be highlighted LPFA Administration report – update on regulatory changes – ongoing	Scheme Manager HFP Board
Conflicts of Interest	HFPS Constitution and standing requirement for any conflicts to be declared	Scheme Manager HFP Board
Managing Risk and Internal Control	Risk Management Report – October 2016 and ongoing LPFA Administration Report - ongoing	
Member Data and contributions	LPFA Administration Report – ongoing HFPS Statement of Accounts – October 2016	
Information to Members	Communication Strategy – May 2016 LPFA Administration Strategy – Ongoing	
Internal Disputes	Internal Disputes Resolution Process – October 2016 LPFA Administration Report - Ongoing	

Breeches of the Law	Policy for Reporting Breaches of the Law to the Pension Regulator – October 2016. LPFA Administration Report - Ongoing	

3.4 Members are asked to comment on the proposals, including whether there are any further areas of information required to enable them to address their responsibilities.