

The Pension Regulator's and Scheme Advisory Board Compliance Checklist

Date of Completion: 30/11/2017

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Introduction

This document outlines how the London Borough of Havering complies with The Pensions Regulator's (TPR) Code of Practice No 14 Governance and Administration of Public Service Pension Schemes (the TPR Code) in relation to the management of the London Borough of Havering Pension Fund which is part of the Local Government Pension Scheme (LGPS). It will be updated regularly by officers of the Fund and reported annually to the Pensions Committee and Pension Board.

This document highlights all the key elements of the TPR Code and evidences whether the London Borough of Havering meets these areas of best practice. The document shows when an element was last checked and whether, at that time, it was considered fully, partially or not compliant. Where an element is partially or not compliant, it highlights any actions that have been identified to improve current practices. Where an element is not yet active, the commentary will generally still highlight where advanced progress is being made.

Those reading this document should be mindful that the TPR Code applies equally to all public service pension schemes and therefore it is generic in nature. There may be a number of elements that are more specifically stipulated within the LGPS legislation and it is not the purpose of this compliance checklist to consider that level of detail.

Key

Frequency of review and last review date: Where a process, policy or practice is officially reviewed at a set interval, the actual interval will be shown as well as the last interval date. However, in many circumstances, processes and procedures are ongoing and part of the day to day operation of the Fund. In these circumstances, an annual check will be carried out to ensure that the ongoing process meets the TPR Code expectations and therefore the date shown will be the date that annual check was carried out and the frequency will be shown as *ongoing (annual check)*.

to be reviewed

Completed:

| |
|------------------|
| Fully Completed |
| In Progress |
| Not Started |
| Not Yet Relevant |

Compliant

| |
|---------------------|
| Fully Compliant |
| Partially Compliant |
| Non Compliant |
| Not Yet Relevant |

Definitions

| | |
|-------------------------|---|
| PSPA134 | Public Service Pensions Act 2013 |
| LGPS | Local Government Pension Scheme |
| TPR | The Pensions Regulator |
| TPR CODE | The Pensions Regulator’s Code of Practice No 14 Governance and administration of public service pension schemes |
| Scheme Manager | This is the London Borough of Havering |
| Administering Authority | The LGPS specific term for Scheme Manager |
| LBH | The London Borough of Havering |
| IDRP | Internal Disputes Resolution Procedure |
| SAB | The National LGPS Scheme Advisory Board |
| PC | Pensions Committee |
| LPB | Local Pensions Board |
| LPP | Local Pensions Partnership |
| MSS | Member Self Service |
| CMS | Case Management System |