



Havering
LONDON BOROUGH

LOCAL PENSIONS BOARD

Subject Heading:

Havering Pension Fund Communications
Plan 2024/25

SLT Lead:

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Policy context:

Local Government Pension Scheme
Regulations 2013

SUMMARY

This is the 2024/25 Communications Plan in accordance with the Communications Policy for the London Borough of Havering Pension Fund, in relation to the Local Government Pension Scheme (LGPS) which was agreed/published in November 2021. The Communications Policy will be reviewed again in November 2024.

It details key communications with stakeholders, the method and frequency of the communications.

The actions are reviewed annually and are included in the Pension Fund Annual Report and Accounts.

There is a plan for both Employers and Members.

RECOMMENDATIONS

Board Members to note and feedback on the report.

REPORT DETAIL

1. Regulation 61 of the Local Government Pension Scheme Regulations 2013 requires an Administration Authority to prepare and publish a written statement covering communications with members and scheme employers.
2. The key objectives of the Communication Policy are to communicate in the most appropriate medium for the audience, educate the various stakeholders of the benefits of the LGPS and to improve the service our members receive.
3. There is a Plan for both Members and Employers setting out the information we intend to share on a monthly basis. The Plan will be reviewed with the communications adjusted/amended if required to accommodate any time sensitive updates to scheme legislation.
4. There are some recurring general themes which we will communicate twice annually to raise awareness and education of the LGPS for all stakeholders. For example, the Retirement process for Members and Outsourcing for Employers.
5. As part of the communications to prospective members, we ask Employers to distribute information to all staff detailing the benefits of being a member of the LGPS.

6. The relevant communications plans are attached as Appendices A-C.

IMPLICATIONS AND RISKS

Financial implications and risks:

There is a risk of breaching the Fund's statutory obligations if communications with its scheme members, member representatives, prospective members and scheme employers is not met.

Budgetary provisions are available and any communication costs are met by the Pension Fund either as a direct charge to the fund, via contract costs from the third party administrative provider or as recharge from the Council.

Legal implications and risks:

The relevant legal duties are set out in s 61 The Local Government Pension Scheme Regulations 2013

61.—(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).

There are no other apparent legal implications.

Human Resources implications and risks:

There appear to be no HR implications or risks arising directly as a result of this report.

Equalities implications and risks:

The policy states that requests for documents in alternative font, format and language can be accommodated.

Local Pension Board, 27 February 2024

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) the need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are: age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants. We will ensure that disabled people with sensory impairments are able to access the strategy.