



**Havering**  
LONDON BOROUGH

## LOCAL PENSIONS BOARD

**Subject Heading:**

Havering Pension Fund Communication  
Plans 2024/25

**OMT Lead:**

James Cocks  
Assistant Director Transactional People  
Services

**Report Author and contact details:**

Alex McMahon  
Alexandra.McMahon@havering.gov.uk

**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.

There is a plan for both Employers and Members and evidence is provided on the progress made to date.

## **RECOMMENDATIONS**

Board Members to note and feedback on the report. Specifically noting the communications sent so far and those planned for the coming months.

## **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 (Appendix A) and Employers (Appendix B) setting out the information we have shared and intend to share on a monthly basis. The Plan is reviewed with the communications adjusted/amended if required to accommodate any time sensitive updates to scheme legislation.
4. Employer Communications have been sent to targeted audiences in certain months in order to assist those Employers failing to meet expectations in a timely manner.
5. Member Communications were not sent in May and June as time during those months were spent preparing our new intranet page and updating factsheets ready for the new Intranet to be launched.

6. Information is attached as Appendix C detailing the percentage of active members registered for PensionPoint and those that hold a nominated beneficiary. A further report will be obtained later in the year to gauge the effectiveness of the communications.
7. 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. We have recently prepared and shared a factsheet on the 50/50 Section of the LGPS to raise awareness of this during times of financial hardship and an increasing cost of living.

## **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 the body of the Report and 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.

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.

**Pensions Board, 17 September 2024**

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.