



Havering
LONDON BOROUGH

PENSIONS COMMITTEE

Subject Heading:

Havering Pension Fund Communications
Policy 2024 to 2027

ELT Lead:

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Policy context:

Local Government Pension Scheme
Regulations 2013

Financial summary:

To achieve savings where possible
through effective and efficient
communications

The subject matter of this report deals with the following Council Objectives

Communities making Havering	[x]
Places making Havering	[x]
Opportunities making Havering	[x]
Connections making Havering	[x]

SUMMARY

This report presents to Members the 2024-2027 Communications Policy for the London Borough of Havering Pension Fund (the Fund), in relation to the Local Government Pension Scheme (LGPS). It considers key communications with stakeholders, the method and frequency of the communications.

The actions are reviewed in line with an associated communication plan which is reported to the Local Pensions Board. A summary of the key actions is included in the Pension Fund Annual Report.

RECOMMENDATIONS

It is recommended that the Committee consider and approve the Pension Fund Communications Policy for the three year period to November 2027, attached as appendix A.

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 statement must set out the following:
 - Communications with members, representatives of members, prospective members and scheme employers
 - The provision of information and publicity about the scheme to the above
 - Format, frequency and distribution method of the information or publicity
 - The promotion of the scheme to prospective members
3. 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.
4. The policy also aims to better utilise modern media that is cost effective and efficient, placing a greater emphasis on the use of the pension websites, including the PensionPoint self-service facility and Civica's Universal Pensions Management System which is the Local Pensions Partnership Administration's secure portal for employers.
5. The Havering pension team ensure the policy requirements are met through the use of an annual communication plan for members, also covering perspective

members, and scheme employers. The plan is presented to the Local Pensions Board twice a year to provide an oversight and enable them to monitor progress.

6. The policy content remains unchanged from the previous version. We have removed the sections that document the evidence of meeting the policy requirements following the annual review. This will continue to be presented to the Local Pensions Board and included within the Pension Fund Annual Report. We have also included a glossary of communications to provide further clarification on the various documents we use.
7. Appendix A to this report is the Havering Pension Fund Communication Strategy 2024-2027.

IMPLICATIONS AND RISKS

Financial implications and risks:

There is a risk of breaching the Fund's statutory obligations if communications with all relevant stakeholders 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 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.

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

Pensions Committee, 5 November 2024

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.