

Agenda Item:

Pension Fund Committee

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Dorset County Council



Date of Meeting	3 March 2015
Officer	Pension Fund Administrator
Subject of Report	Administering Authority Communications Policy Statement
Executive Summary	<p>Under the Local Government Pension Scheme regulations an administering authority must prepare, maintain and publish a written statement setting out their policy concerning communications with the various stakeholders.</p> <p>The current Communications Policy Statement was last reviewed in November 2012 and requires revision to bring it up to date and to comply with the Local Government Pension Scheme regulations.</p> <p>Members are asked to consider the statement and agree the policy for publication.</p>
Impact Assessment: <i>Please refer to the protocol for writing reports.</i>	Equalities Impact Assessment: N/A
	Use of Evidence: N/A
	Budget: N/A
	Risk Assessment: Having considered the risks associated with this decision using the County Council's approved risk management methodology, the level of risk has been identified as: Current Risk: LOW Residual Risk LOW

	Other Implications: N/A
Recommendation	That the Committee approve the revised Communications Policy Statement for publication.
Reason for Recommendation	To ensure that the Dorset County Pension Fund complies with the LGPS regulations.
Appendices	1) Revised Communications Policy Statement
Background Papers	The Local Government Pension Scheme Regulations 2013 as Amended
Report Originator and Contact	Name: Anne Cheffey Tel: 01305 224025 Email: a.m.cheffey@dorsetcc.gov.uk

1. Background

- 1.1 In 2005 the Local Government Pension Scheme Regulations were amended to require each pension fund administering authority to prepare, publish and maintain a written statement setting out its policy concerning communications with members, representatives of members, prospective members and employing authorities. The first such statement was published on 1 April 2006 by the Dorset County Pension Fund and later revised in November 2012.
- 1.2 The 2013 regulations still require that the policy is published and kept under review. Therefore the opportunity has been taken to review and update the policy to reflect the 2013 Regulations and make minor amendments.

2. The Statement - changes

- 2.1 The Minimum Standards section has been updated to reflect the new LGPS Regulations which came into force on 1 April 2014.
- 2.2 The style of the section entitled Our Key Audience Groups has been updated.
- 2.3 The Elected Members section has been added to reference the Our Key Audience Groups diagram.
- 2.4 The Scheme Employers section now refers to Your Fund which is the new secure internet portal that allows employers to upload files and submit pension forms on line. Your Fund has been made available to all Scheme Employers and is now being used by 40 Employers to date with more expressing an interest. Eventually this will be the required way for Employers to submit data to the DCPF.

- 2.5 The Other Parties section again has been added to reference the Our Key Audience Groups diagram and for a more accurate breakdown of customers. This information was previously in other sections of the Statement but it was felt that the information should be shown separately.
- 2.5 Additionally there is now a Publications Matrix which clearly sets out the form of communication in use, the frequency of publication and availability, and when the communication material will be reviewed.

Richard Bates
Pension Fund Administrator
March 2015