

Non-Executive Report of the:  <b>Pensions Board</b>  Monday, 6 September 2021	 <b>TOWER HAMLETS</b>
<b>Report of:</b> Interim Corporate Director, Resources	<b>Classification:</b> Open (Unrestricted)
<b>Communication Strategy and Policy Statement</b>	

<b>Originating Officer(s)</b>	Miriam Adams
<b>Wards affected</b>	(All Wards)

### **Executive Summary**

The terms of reference for the Pensions Board includes consideration of the effectiveness of communication with employers and members including the Communication Strategy as part of the Pensions Board's functions.

### **Recommendations:**

The Pensions Board is recommended to:

1. Note the Communication Strategy and Policy Statement (Appendix 1)
2. That the Board feedback on the Communications presented at the meeting.

### **1. REASONS FOR THE DECISIONS**

- 1.1 The Pension Fund maintains a Communication Policy Statement which reflects:
  - the Local Government Pension Scheme (LGPS) Regulatory requirement to maintain a Statement concerning how the Pension Fund communicates with its broad range of stakeholders (members, representatives of members, prospective members and Scheme employers).
  - the Pensions Regulator's Code of Practice 14 which refers to necessary communications and their content.

- 1.2 By reviewing communications on a regular basis, the Board will be fulfilling their role in considering the effectiveness of communications with employers and members and any future activities, compliance with the Communication Policy Statement, Regulations, Guidance or best practice and assisting with its knowledge and understanding of the Scheme

## **2. ALTERNATIVE OPTIONS**

- 2.1 There is no alternative to this report. Not producing and reviewing the Communication Policy for the Pension Fund potentially exposes the Fund and Council to action by the Pensions Regulator.

## **3. DETAILS OF THE REPORT**

- 3.1 The Communication Plan included as Appendix A outlines the Fund's planned communication activities and how the communication referred to within the Communications Policy Statement have been delivered in practice.
- 3.2 The Communications Policy is one of the four statutory statements that the Fund is required to have in place. It sets out the Fund's policies of information and publicity about the Scheme to members, representatives of members and scheme employers.
- 3.3 The revised Policy has been updated to capture General Data Protection Regulations and details how members can access the personal information the Fund holds about them.

## **4. EQUALITIES IMPLICATIONS**

- 4.1 There are no direct equalities implication arising from this report.

## **5. OTHER STATUTORY IMPLICATIONS**

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
  - Best Value Implications,
  - Consultations,
  - Environmental (including air quality),
  - Risk Management,
  - Crime Reduction,
  - Safeguarding.
  - Data Protection / Privacy Impact Assessment.

## **Risk Management**

- 5.2 The administering authority is required by legislation to prepare, maintain and publish a written statement setting out its policy concerning communications with members and scheme employers.
- 5.3 The mitigated risks associated with this report has been captures in the Fund's risk register as G4 Policies not in place or being monitored and AG5 Communications are inaccurate, poorly drafted, overly complicated, irrelevant, too technical or insufficient in some other manner.

## **6. COMMENTS OF THE CHIEF FINANCE OFFICER**

- 6.1 There are no direct financial and resourcing implications arising of this report and appendix. Ongoing communication costs will be contained within the administration budget.

## **7. COMMENTS OF LEGAL SERVICES**

- 7.1 Section Regulation 61 of the Local Government Pension Scheme Regulations 2013 requires the administering authority to have a communication policy and strategy for communicating with its members and scheme employers. The attached strategy shows compliance with the law.

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## **Linked Reports, Appendices and Background Documents**

### **Linked Report**

- List any linked reports
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- State NONE if none.

### **Appendices**

- Communication Policy and Strategy (Appendix 1)

### **Local Government Act, 1972 Section 100D (As amended)**

#### **List of "Background Papers" used in the preparation of this report**

List any background documents not already in the public domain including officer contact information.

- These must be sent to Democratic Services with the report
- State NONE if none.

### **Officer contact details for documents:**

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