



PENSION BOARD (Officer)

Annual Report 2017/18

The Pension Board was established on the 1st of April 2015, Chief Constable Nick Ephgrave is the current Scheme Manager. The Board was established, according to section 5 of the Public Service Pensions Act 2013 and Regulation 13 of the 2015 Police Pension Regulations, to assist the Scheme Manager. The Board meet quarterly to discuss national and local issues relating to the Scheme.

The purpose of this report is to summarise the work of the Board during the period 1st of April 2017 to the 31st of March 2018.

Terms of Reference:

The Terms of Reference are reviewed annually and during this period were reviewed by the Board and approved by the Scheme Manager in January 2018. Some changes were made to the Terms of Reference, the Knowledge & Understanding policy, Data Protection & Information Security Policy, Code of Conduct for Board Members policy and the Reporting Breaches policy and procedure to reflect the upcoming GDPR legislation which came into effect in May 2018. The Terms of Reference are published on the Surrey Police website.

Membership:

There has been one change to the Scheme Member representative on the Board for the Federation during this period.

Training & Development:

Four Members completed the Pension Regulators online training for Pension Board Members in this period. One Board Member attended an NPCC Tax awareness session and all Board Members met with the Pension Regulator in January 2018. One Member attended the Regional New Pension Board Member training provided by Hampshire in February 2018.

Cost of the Board:

The costs of Board administration for the 17/18 period was £1,500.00. No other costs, fees or expenses were incurred during this period.

Meeting Dates:

The meetings of the Pension Board were held on the following dates:

27th April 2017

17th July 2017

25th October 2017

23rd January 2018

Governance and Compliance:

Risk Register – The Risk Register is reviewed and updated at each quarterly meeting, the following issues were identified in 17/18:

Risk area Operations:

Member data incomplete or inaccurate – The Board were aware of an issue whereby some of the pension records of Officers who had transferred into Surrey Police may not be complete – the Board agreed that additional work should be undertaken by the Scheme Administrator to review, and if necessary correct these records before members get near to the age at which they can retire.

Administration process failure / maladministration - review independent audit reports of administrator's process - The Scheme Administrator Annual Audit Report (July 2017) was not as the Board had expected although the Board noted that the Surrey Police External Auditors had not made any adverse comments regarding the information provided. This issue was discussed with the Scheme Administrator during the July meeting and further discussions took place outside of the meeting. As the contract would be up for tender in September 2017 the Board agreed that a clause was to be written into the tender and it would be discussed in more detail at a pre contract meeting held in January 2018. A performance report is provided by the Scheme Administrator quarterly and discussed at each Board meeting. Benefit statements were sent out to all Officers in time to meet the deadline and a survey had subsequently taken place to seek the Officers views on the quality and ease of understanding of the information they had received.

Risk area – Financial:

Excessive charges by suppliers / Periodic review of suppliers - A joint tender process with Sussex PCC started in September 2017. Surrey's existing contracted supplier was the successful bidder and duly appointed as the Surrey/Sussex Scheme Administrator with the new contract due to commence in April 2018. Consideration was given to the proposed GDPR legislation requirements as part of this contact. The Scheme Administrators Business

Continuity Plans and Check Fraud monitoring process were also considered as part of the tender process.

Ill Health Retirement & Injury Awards – This is now a standing item on the Agenda and the Board receives a quarterly summary anonymised report which covers the number of applications, where they are in the process and the outcomes etc. The Board are seeking to understand the rise in applications for Ill Health Retirement so have commissioned a more detailed report.

Risk area – Regulatory and Compliance:

Conflicts of interest - Conflict of Interest forms are completed annually by each Board Member. At each meeting, any conflicts declared by the Members are recorded in line with the Board's Terms of Reference and Conflict of Interest Policy. No conflicts were recorded in 17/18.

Local specific issues discussed:

All Constitutional documents and the Internal Dispute Resolution process are reviewed annually and were reviewed by the Board in January 2018.

Opting Out and Auto Enrolment – A message was sent to all Officers regarding the benefits of being in the scheme, the consequences of not being in the scheme and the Auto Enrolment process. This prompted several queries which were dealt with.

Queries and Complaints – the Board were made aware of four queries and one complaint during this period.

Common issues discussed:

GAD Computations – waiting for HO guidance

GMP Reconciliation – Surrey has fully engaged in this process

Legal challenge re pension reforms - ongoing

Commutation Payments – waiting for HO guidance

Voluntary Scheme Pays (VPS) – waiting for changes to the Regulations.

GDPR

Priorities for the coming year:

Legal challenge re pension reforms

Commutation Payments

Voluntary Scheme Pays (VPS)

GDPR

Cyber Security

Online Portal

Planned Training:

Cyber Crime Presentation – Board Member Awareness Raising