

Croydon Council

REPORT TO:	Pension Board 27 July 2023
SUBJECT:	Pension Administration Strategy
LEAD OFFICER:	Matthew Hallett – Acting Head of Pensions and Treasury

1. RECOMMENDATION

- 1.1 The Board are asked to review and agree the draft Pension Administration Strategy Statement attached as Appendix A.

2. EXECUTIVE SUMMARY

- 2.1 This report updates the Pension Administration Strategy Statement for consideration by the Board.

3. DETAIL

- 3.1 Under Regulation 59 of The Local Government Pension Scheme Regulations 2013:

(1) An administering authority may prepare a written statement of the authority's policies in relation to such of the matters mentioned in paragraph (2) as it considers appropriate.

(2) The matters are—

(a) procedures for liaison and communication with Scheme employers in relation to which it is the administering authority;

(b) the establishment of levels of performance which the administering authority and its Scheme employers are expected to achieve in carrying out their Scheme functions by—

(i) the setting of performance targets,

(ii) the making of agreements about levels of performance and associated matters, or

(iii) such other means as the administering authority considers appropriate;

- (c) procedures which aim to secure that the administering authority and its Scheme employers comply with statutory requirements in respect of those functions and with any agreement about levels of performance;
- (d) procedures for improving the communication by the administering authority and its Scheme employers to each other of information relating to those functions;
- (e) the circumstances in which the administering authority may consider giving written notice to any of its Scheme employers under regulation 70 (additional costs arising from Scheme employer's level of performance) on account of that employer's unsatisfactory performance in carrying out its Scheme functions when measured against levels of performance established under sub-paragraph (b);
- (f) the publication by the administering authority of annual reports dealing with—
 - (i) the extent to which that authority and its Scheme employers have achieved the levels of performance established under sub-paragraph (b), and
 - (ii) such other matters arising from its pension administration strategy as it considers appropriate; and
- (g) such other matters as appear to the administering authority after consulting its Scheme employers and such other persons as it considers appropriate, to be suitable for inclusion in that strategy.

3.2 The Fund's current Administration Strategy Statement was agreed by the Committee on 20 June 2017. The revised draft incorporates a number of drafting, formatting, regulatory and procedural changes that have become necessary. The 2017 version of the document is attached as Appendix B for information purposes.

3.3 The draft attached as Appendix A was agreed by the Committee on 20 June 2023 and Scheme employers are now being consulted on its content.

3.4 The Board are asked to review and agree the updated draft Pension Administration Strategy Statement attached as Appendix A.

4. DATA PROTECTION IMPLICATIONS

4.1 Will the subject of the report involve the processing of 'personal data'?

No.

Has a data protection impact assessment (DPIA) been completed?

No. This report relates to matters relating to the administration of the LGPS and the Croydon Pension Fund.

Approved by: Alister Bannin on behalf of Jane West, Corporate Director of Resources (Section 151 Officer)

CONTACT OFFICER:

Matthew Hallett – Acting Head of Pensions and Treasury.

BACKGROUND DOCUMENTS:

None.

APPENDIX:

Appendix A: London Borough of Croydon Pension Fund Administration Strategy (2023 draft version)

Appendix B: Administration Strategy Statement (2017 version)