

## **Pension Advisory Board** [For insertion in Fund Annual Report 2018/19]

The Pension Advisory Board was established on 1 April 2015 under the provisions of the LGPS Regulations 2013 to assist the Scheme Manager, in matters of governance and administration, to secure compliance with regulations, guidance and other legislation; with requirements imposed by the Pensions Regulator; and to help secure effective and efficient governance and administration.

The Board is required to have a minimum of four members with equal representation of employers and scheme members. In April 2018, following a review, it was agreed to increase the size to six members and the meetings to four each year. Details of the current members are available on the Pension Advisory Board section of the website.

The Board met four times during the year with attendance as follows and three members also attended the AGM for employers:

	<b>20/4/18*</b>	<b>18/7/18</b>	<b>21/11/18</b>	<b>6/3/19</b>	<b>Total</b>
Peter Scales (Chairman)	✓	✓	✓	✓	4/4
Richard Cohen (Emp)	✓	✓	✓	✓	4/4
Miranda Kadwell (Emp)			✓	✓	2/2
Kim Martin (Emp)	x	x	✓	✓	2/4
Becky Caney (Active)			✓	✓	2/2
Christopher Scanes (Pen)	✓	✓	✓	✓	4/4
Tim Stretton (Active)	✓	x	✓	✓	3/4

\* The March meeting had to be changed due to unforeseen adverse weather conditions

The business for each meeting has been planned by reference to the work plan agreed in April and is based on the responsibilities of the Board and guidance issued about key issues to cover. All items have been covered during the year and there have been no disputes in the decisions reached. Key items covered include administration performance, late payment of contributions, the websites and newsletters, policy statements, data quality, new regulations and guidance, the new pooling arrangements with ACCESS, and knowledge and skills requirements.

The Board has formulated its training plan to cover the individual requirements of each member based on guidance issued by CIPFA, using the suggested framework to ensure coverage of all items over a reasonable period of time and this was updated during the year. Training sessions are held as part of each Board meeting and additional induction training given to new members.

Each member has completed the Pensions Regulator's on-line modular training toolkit. Progress on training is monitored and discussed at each meeting, and reviewed annually in the year-end performance review one-to-one meetings. In addition, members have attended external training courses run by CIPFA and relevant to the Board's work.

The Board is satisfied that the West Sussex Pension Fund is operated in compliance with statutory regulations and other legislation, and with guidance issued by MHCLG and CIPFA. The requirements imposed by the Pensions Regulator are being met and the Board is monitoring the effectiveness and efficiency of the governance and administration arrangements, particularly in relation to pooling and to the switch to a new administration service provider.