

Good Governance review

Recommendation	MHCLG actions	Other bodies actions	SAB dependent actions	SAB immediate actions	WPF current position	WPF Actions
<p><b>A.1</b> MHCLG will produce statutory guidance to establish new governance requirements for funds to effectively implement the proposals below. (“the Guidance”).</p>	<p>Publish statutory guidance (SG) to include requirements set out below using either reg 2(3A) powers or a new regulation in section 3</p>					
<p><b>A.2</b> Each administering authority must have a single named officer who is responsible for the delivery of all LGPS related activity for that fund (“the LGPS senior officer”).</p>	<p>Set requirement in scheme regulations</p>	<p>CIPFA to refer to the role in their guides</p>	<p>Publish a guide to the named officer role</p>	<p>Letter to CIPFA confirming SAB’s recommendation to Minister</p>	<p>Section 151 is the Strategic Director for Resources, Assistant Director - Finance has immediate responsibility for the Fund</p>	<p>Review when regulations amended and guidance issued by SAB</p>

<p><b>A.3</b> Each administering authority must publish an annual governance compliance statement (GCS) that sets out how they comply with the governance requirements for LGPS funds, as per statutory Guidance. This statement must be co-signed by the LGPS senior officer and S151.</p>	<p>Set requirement in Scheme regulations and publish high level statutory guidance</p>		<p>Publish a guide to GCS, including best practice examples</p>		<p>Currently published as part of annual report</p>	<p>Wait for regulations and guidance to be published and review</p>	
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<p><b>B.1</b> Each fund must produce and publish a conflicts of interest policy which includes details of how actual, potential and perceived conflicts are addressed within the governance of the fund, with specific reference to key conflicts identified in the Guidance.</p>	<p>Set requirements in statutory guidance at <b>A.1</b></p>		<p>Publish a guide to Col policies, including best practice examples</p>	<p>Survey AAs to identify extent of conflict of interest policies already in existence</p>	<p>Policy already exists</p>	<p>Review when Statutory guidance issued</p>	
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<p><b>B.2</b> The Guidance should refer all those involved in the management of the LGPS, and in particular those on decision making committees, to the guide on statutory and fiduciary duty which will be produced by the SAB</p>	<p>Request that MHCLG clarify Fiduciary Duty in statutory guidance at <b>A.1</b></p>	<p>CIPFA to make reference in their Knowledge and Understanding framework</p>	<p>Publish guide on statutory and fiduciary duty based on A.1 guidance and further legal advice</p>	<p>Seek further legal advice in co-ordination with Administering Authorities and recommend further action in this area</p>	<p>Training already provided</p>	<p>Provide necessary training when SAB guide and statutory guidance issued</p>	<p>I'm not sure what actions we have taken on this</p>
<p><b>C.1</b> Each fund must produce and publish a policy on the representation of scheme members and non-administering authority</p>	<p>Set requirement in statutory guidance at <b>A.1</b></p>		<p>Publish a guide to representation based on requirements of statutory guidance</p>	<p>Survey AAs for analysis of current representation</p>	<p>Currently no direct representation although a county councillor may also be a district councillor</p>	<p>Wait for statutory guidance and address Respond to survey when issued</p>	

employers on its committees, explaining its approach to voting rights for each party.							
<b>D.1</b> Introduce a requirement via the Guidance for key individuals within the LGPS, including LGPS officers and pensions committees, to have the appropriate level of knowledge and understanding to carry out their duties effectively.	Set requirement in statutory guidance at <b>A.1</b>	CIPFA to make reference in their Knowledge and Understanding framework	Publish a guide to relevant training including suppliers	Investigate existing training in this area and publish results	National Knowledge Assessment undertaken and areas of training identified	Wait for statutory guidance to be published	
<b>D.2</b> Introduce a requirement for s151 officers to carry out LGPS relevant training as part of CPD requirements to	Set requirement in statutory guidance at <b>A.1</b>	CIPFA to make reference in their Knowledge and	Publish a guide to relevant training including suppliers		Section 151 did not take part in NKA (?) or identified for part of training plan	Wait for statutory guidance to be published	

ensure good levels of knowledge and understanding.		Understanding framework					
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<p><b>D.3</b> Administering authorities must publish a policy setting out their approach to the delivery, assessment and recording of training plans to meet these requirements.</p>	<p>Set requirement in statutory guidance at <b>A.1</b></p>		<p>Publish a guide to training plans</p>	<p>Survey AAs for existing training plans and publish for best practice</p>	<p>Training plan in place</p>	<p>Undertaking the creation of a training log Take part in survey when published Review when SG published</p>	
<p><b>D.4</b> CIPFA should be asked to produce appropriate guidance and training modules for s151 officers.</p>		<p>CIPFA to produce appropriate guidance and training</p>		<p>Letter to CIPFA setting out request</p>		<p>Wait for guidance to be published</p>	

<p><b>E.1</b> Each administering authority must document key roles and responsibilities relating to the LGPS and publish a roles and responsibilities matrix setting out how key decisions are reached. The matrix should reflect the host authority's scheme of delegation and constitution, and be consistent with</p>	<p>Set requirement in statutory guidance at <b>A.1</b></p>		<p>Publish a guide to Roles and Responsibilities Matrix</p>	<p>Survey and publish existing delegation arrangements in Administering Authorities</p>		<p>Wait for guidance and review</p>	
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role descriptions and business processes.							
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<p><b>E.2</b> Each administering authority must publish an administration strategy.</p>	<p>Set requirement in scheme regulations</p>		<p>Publish a guide to administration strategy</p>	<p>Obtain and publish examples of existing PSAs</p>	<p>Administration Strategy in place and reviewed</p>	<p>Review when regulations and guidance issued</p>	
<p><b>E.3</b> Each administering authority must report the fund's performance against an agreed set of indicators designed to measure standards of service</p>	<p>Set requirement in scheme regulations or statutory guidance</p>	<p>CIPFA to include in AR&amp;A guidance</p>			<p>Fund has published service standards and monitors and reports against them to the Board and Committee</p>	<p>Review when regulations and or guidance issued.</p>	

<p><b>E.4</b> Each administering authority must ensure their committee is included in the business planning process. Both the committee and LGPS senior officer must be satisfied with the resource and budget allocated to deliver the LGPS service over the next financial year.</p>	<p>Set requirement in statutory guidance <b>atA.1</b></p>	<p>CIPFA to publish appropriate guidance</p>		<p>Investigate and publish current arrangements for agreeing pension budget</p>	<p>Business plan shared with committees</p>	<p>Await further guidance and review</p>	
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<p><b>F.1</b> Each administering authority must undergo a biennial Independent Governance Review and, if applicable, produce the required improvement plan to address any issues identified. IGR reports to be assessed by a SAB panel of experts.</p>	<p>Set requirement in scheme regulations, and include in high level statutory guidance</p>		<p>Establish panel of experts to review biennial governance reviews</p>	<p>Investigate the work of any similar bodies and consider potential structure and membership</p>	<p>Governance review undertaken and action plan created and progressed to completion</p>	<p>Consideration has already been given to this Review when regulations and SG issued</p>	
<p><b>F.2</b> LGA to consider establishing a peer review process for LGPS Funds.</p>		<p>LGA to consider proposal</p>		<p>Letter to LGA setting out request</p>	<p>WPF undertook an external review of governance in 2019</p>	<p>Wait for further information on this and review</p>	