

SOUTH YORKSHIRE PENSIONS AUTHORITY

CORPORATE PLANNING AND GOVERNANCE BOARD

2 FEBRUARY 2012

PRESENT: Councillor R Wraith (Chair)
Councillors: D Barker, M Lawton and P Wootton

Officers: G Chapman (Head of Pensions Administration),
J Hattersley (Fund Director), M McCarthy (Head of Policy and
Performance), M McCoolle (Senior Member Services Officer)
and M Wilkinson (Internal Audit Manager)

G Boyington (Unison) and G Warwick (GMB)

J Prentice (Audit Commission)

Apologies for absence were received from Councillors
D Baker, E Butler, B Ford and T Hussain (not on the Board); J
Coombs (UCATT) and L Wild (Audit Commission)

1 APOLOGIES

As noted above.

2 ANNOUNCEMENTS

None.

3 URGENT ITEMS.

None.

4 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.

RESOLVED – That the report on the agenda entitled ‘Contract Standing Orders’ be considered in the absence of the public and press.

5 DECLARATIONS OF INTEREST

None.

6 MINUTES OF THE MEETING OF THE BOARD HELD ON 17 NOVEMBER 2011

RESOLVED – That the minutes of the meeting of the Board held on 17 November 2011 be signed by the Chair as a correct record.

7 WORK PROGRAMME

The Board's Work Programme up to June 2012 was submitted.

M Wilkinson commented that the Internal Audit Strategy and Annual Plan would be reviewed at a special meeting in March 2012.

J Prentice commented that the Audit Commission's Annual Plans for 2011/2012 and 2012/2013 would be discussed at today's meeting, and therefore should be removed from the Work Programme for the 17 May 2012 meeting.

RESOLVED – That the Audit Commission's Annual Plans for 2011/2012 and 2012/2013 be removed from the Work Programme for the 17 May 2012 meeting.

8 BUDGET MONITORING

A report of the Clerk and Treasurer was submitted, which informed Members of the position of the Authority relative to budgets, and gave details of areas where there may be significant over or underspends.

J Hattersley commented that the report format had been revamped to highlight variances, and an explanation provided in the appendices. Councillor Barker commented that he found the new format helpful and easy to understand.

Members noted that one of the largest areas of expenditure was Investment Management Expenses. The report would always be one quarter behind, as invoices were not received until after the end of the quarter. There were no outstanding issues at this stage.

RESOLVED – That the report be received.

9 QUARTERLY PERFORMANCE FRAMEWORK REPORT 2011/12

A report of the Clerk and Treasurer was submitted which presented the framework performance results for the period ended September 2011.

M McCarthy commented that a member of staff was currently putting together a training and development strategy with the Fire and Rescue Authority. The Clerk and Treasurer had requested that this be undertaken with all four authorities. M McCarthy commented that he needed to work with the Chair and Vice Chair of the Authority in order to ascertain a more supportive process.

J Hattersley commented that a shorter and more streamlined report would be brought to the Board in future.

RESOLVED – That the report be noted.

10 RISK REGISTER

A report of the Clerk and Treasurer was submitted, in order to review the Authority's Risk Register.

J Hattersley commented that since the Risk Register was last viewed in November 2011 the following changes had been made:-

Risk 1 – Commentary updated with regard to CIPFA Code.

Risk 3 – Revision to control measures in light of experience and working of practitioner group.

Risk 5 – Reviewed in light of agreed budget.

RESOLVED – That the report be approved.

11 INTERNAL AUDIT PROGRESS REPORT AND OUTSTANDING INTERNAL AUDIT RECOMMENDATIONS

A report of the Head of Internal Audit was submitted to consider the work completed by the Internal Audit Team during the period November 2011 to mid January 2012; and the outstanding recommendations as at 31 December 2011 from the reports issued prior to July 2011.

Members noted that the planned work for the period January 2012 to March 2012 included the completion of current work in progress, Risk Management and IT Data Security.

RESOLVED – That the report be received.

12 AUDIT COMMISSION: DRAFT AUDIT PLAN

The audit plan was submitted, which set out the work for the 2011/12 audit. The plan was based on the Audit Commission's risk based approach to audit planning.

J Prentice commented that for 2011/12 his work in relation to value for money was limited to reviewing the Annual Governance Statement, and follow up of the South Yorkshire Metropolitan Councils' performance against the Service Level Agreement, to determine whether any improvements in performance of data flows were sufficient to prevent an unqualified value for money conclusion being issued.

RESOLVED – That the report be received.

13 DRAFT LGPS (MISCELLANEOUS) REGULATIONS 2012

A report of the Head of Pensions Administration was submitted to alert Members to the publication of the draft LGPS (Miscellaneous) Regulations 2012, and to seek an indication of whether Members wished to make a response.

The draft regulations issued on 5 December 2011 contained a wide range of mainly unrelated proposals for amending the scheme. The majority of the changes were due to come into operation in 2012; and a small number of changes had retrospective effect.

G Chapman explained the intention of the new provisions and pointed out where there were obvious errors or deficiencies. One change discussed in detail was the

new requirement to produce an annual benefit statement by 30 September each year. This would be difficult to achieve as the Authority was not usually in a position to issue statements until the end of December due to reconciling employer data. The discussion led onto the experience of issuing online statements for the first time this year. Whilst successful overall there had been teething troubles due to the volume of users trying to view their statements at the same time. G Chapman took onboard the suggestion that members not receiving a statement due to incorrect data should have a message added to their online account alerting them to the fact.

RESOLVED – That the report be noted.

14 THE LOCAL GOVERNMENT (DISCRETIONARY PAYMENTS) (INJURY ALLOWANCES) REGULATIONS 2011

A report of the Head of Pensions Administration was submitted to alert Members to the publication of the Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011; which revoked several out-dated provisions contained within the Local Government (Discretionary Payments) Regulations 1996; and brought forward some new injury allowance provisions.

RESOLVED – That the report be noted.

15 EMPLOYERS SLA PERFORMANCE AND OUTSTANDING WORKLOAD

A report of the Head of Pensions Administration was submitted to update Members on employers' performance and any known levels of outstanding workload.

G Chapman commented that Rotherham MBC had won the contract to run the payroll facilities at Doncaster MBC. Staff would be transferring from April 2012 to work on clearing backlogs in areas within Doncaster MBC. Given Rotherham's good performance regarding pension payroll administration this was positive news for Doncaster members. A progress report would be brought to the Board after a period of 12 months.

RESOLVED – That:-

- i. A progress report on the integration of payroll services at Doncaster and Rotherham would be brought to the Board after a period of 12 months.
- ii. The report be noted.

16 CONSULTATION PROGRAMME - EMPLOYERS FORUM SURVEY

A report was submitted to inform Members of the results of the survey carried out amongst the Scheme employers who attended the Annual Employers' Forum, with a view to testing customer satisfaction on the experience and/or support they received.

G Chapman commented that overall the results had been positive. 53.3% had been dissatisfied with the room sizes, so alternative venues were being considered.

RESOLVED – That the report be noted.

17 EXCLUSION OF THE PUBLIC AND PRESS.

RESOLVED – That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and the public interest not to disclose information outweighs the public interest in disclosing it.

18 CONTRACT STANDING ORDERS (EXEMPTION PARAGRAPH 3)

A report of the Clerk and Treasurer was submitted in relation to contact standing orders.

RESOLVED – That the report be noted.

CHAIR