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**SOUTH YORKSHIRE
PENSIONS AUTHORITY**

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Financial Conduct Authority

To: Members of the Pensions Authority
cc: Appropriate Officers
Press

Diana Terris
Clerk

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South Yorkshire
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This matter is being dealt with by: Gill Garrety, Democratic Services Officer Direct Line 01226 772806
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Dear Member

SOUTH YORKSHIRE PENSIONS AUTHORITY
2 OCTOBER 2014

Please find enclosed the item(s) marked to follow on the above agenda:

Item 16 – Annual Review of Risk Management Policy and Corporate Risk Register
Item 19 – South Yorkshire Joint Secretariat – Integration. This is a late report due to it being submitted to the South Yorkshire Joint Secretariat Management Board for approval on Friday 26 September 2014.

Yours sincerely

Gill Garrety
Democratic Services Officer

Encs

SOUTH YORKSHIRE PENSIONS AUTHORITY

**10.00 AM AT THE OFFICES OF THE SOUTH YORKSHIRE JOINT
SECRETARIAT, 18 REGENT STREET, BARNSELY**

AGENDA Reports attached unless stated otherwise

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SOUTH YORKSHIRE PENSIONS AUTHORITY

2 October 2014

Report of the Clerk

ANNUAL REVIEW OF THE RISK MANAGEMENT POLICY AND THE CORPORATE RISK REGISTER

1. Purpose of the Report

To review the Authority's Risk Management Policy and the Corporate Risk Register.

2. Recommendations

Members are recommended to:

- (a) Note the Risk Management Policy attached at Appendix A;
and
 - (b) Consider the Corporate Risk Register attached at Appendix B to the report;
 - (c) Agree the removal of Risk 4, Global Economic Problems.
-

3. Risk Management Policy

- 3.1 The current Risk Management Policy was agreed by the Authority in April 2010. The Policy does not address detailed risk management processes, which by their nature may need more regular revision. Since April 2010 processes have been fully documented in the Risk Management Handbook which is aimed at officers and their operational needs.
- 3.2 In accordance with good practice the Authority has agreed to review the Risk Management Policy on an annual basis. The Policy continues to be relevant and fit for purpose and thus no substantive amendments are proposed to the Policy. However, some minor drafting amendments are proposed and these are detailed in the copy of the Policy attached at Appendix A.

4. Corporate Risk Register

- 4.1 The Corporate Risk Register is updated by the Officer Planning Group and is presented to each meeting of the Corporate Planning and Governance Board. The Board is responsible for ensuring that officers

develop and implement an effective framework for risk management and report significant risks on a regular basis.

- 4.2 The Risk Register is presented to the Authority on an annual basis to inform policy development. A copy of the current register is attached at Appendix B to this report.
- 4.3 Risk No. 6 – *Future Changes to the Local Government Pension Scheme (LGPS)* is the only risk identified on the Register that has a High residual risk rating. Members are receiving updates as information becomes available.
- 4.4 Members are asked to review the Risk Register and to take account of the risks identified when they review the Authority's Corporate Strategy.
- 4.5 The Authority is recommended to remove Risk 4 from its Register as it is felt the issue is monitored on a daily basis and a range of procedures in place to mitigate the risk wherever possible.

5. Implications and risks

- 5.1 There are no financial, legal or diversity implications arising from this report.

D Terris
Clerk

Officer responsible: Martin McCarthy, Deputy Clerk
01226 772808, mmccarthy@syjs.gov.uk

Background papers used in the preparation of this report are available for inspection at the offices of the Authority in Barnsley.

Other sources and references: None

PART 6c - RISK MANAGEMENT POLICY

Date Approved:	2006
Date Revised:	November 2009; April 2010; confirmed April 2011; July 2012; June 2013, July 2014
Date of Next Review:	June 2015
Owner:	Deputy Clerk

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Section 1- Overview

- 1.1 Risk Management is central to any organisation's strategic management and is a fundamental element of good corporate governance. It is a means of maximising opportunities and minimising the costs and disruption caused by undesirable events. The internal control arrangements of an organisation should have the management of significant risks as a principal aim and should link all policies and procedures, which taken together support its effective and efficient operation and enable it to respond to significant business, operational, financial and other risks.
- 1.2 The South Yorkshire Pensions Authority ("the Authority") recognises that it has a responsibility to ensure that there is an effective framework in place for managing risk and maximising opportunity. Such a framework is an enabler for control of the Authority's assets and liabilities and protection of employees and the community against potential losses. It also helps to minimise uncertainty in achieving its goals and objectives.
- 1.3 The Authority must be satisfied that there are adequate and appropriate systems of internal control for the management of risk in place.

Section 2 – Aims, Objectives, Approach and Benefits

2.1 The key aims of the strategy are to ensure that the Authority:

- Meets specified governance requirements
- Realises the business benefits of formal risk management processes

2.2 Key objectives are to:

- **Integrate risk management into the culture of the Authority and its sister organisation the South Yorkshire Joint Secretariat in so far as SYJS provides services to the Authority.** Manage risk in accordance with best practice and adhere to national guidance
- Minimise loss, disruption, damage and injury and reduce the cost of risk, thereby maximising resources
- Protect the Authority's assets
- Anticipate and respond to changing political, economic, sociological, technical, environmental, legal and organisational requirements
- Exploit opportunities
- Preserve and enhance the effectiveness of service delivery
- Inform policy and operational decisions by identifying risks and their likely impact
- Protect the corporate image and reputation of the Authority
- Maintain effective stewardship of the Authority's funds and demonstrate good corporate governance

2.3 Approach – the Authority will achieve these objectives by:

- Approving this Risk Management Policy and keeping it under review
- Ensuring that appropriate resources are allocated to risk management activities
- The Clerk establishing and maintaining the risk management framework identified in this Policy
- Embedding the Risk Management Process as outlined in this document.

- Establishing clear roles and responsibilities for all stakeholders
- Providing risk management training and awareness sessions to Members and officers
- Fully integrating risk management into the organisation's management processes e.g. Planning process, Business Continuity, Partnership arrangements, Financial Planning
- Actively maintaining awareness of current best practice via other organisations, publications and networking

2.4 Benefits expected:

- A framework for consistent and controlled activity
- Improved decision making, planning and prioritisation through structured understanding of business activity and associated threats / opportunities
- An aid to appropriate allocation of funding and resources
- Protection of assets and the organisation's image / reputation
- Helps to optimise operational efficiency
- Helps to develop and support people and the organisation's knowledge base

Section 3 – Governance – Risk Management Roles & Responsibilities

3.1 Pensions Authority

Role:

- To ensure that a comprehensive approach to risk management is developed and implemented by the Authority
- To oversee the effective management of the Authority's risks; and
- To approve the Authority's risk strategy.

Responsibilities:

- Helps to develop and support people and the organisation's knowledge base
- To gain a broad understanding of risk management and its benefits;
- To challenge officers to ensure that risks are considered and documented in all reports.
- To consider the Authority's Risk Register on an annual basis and to annually review the Strategic Plan

3.2 Corporate Planning and Governance Board

Role:

- To oversee the development of the Authority's Risk Register;
- To oversee the effective management of risks by officers by receiving and considering quarterly monitoring reports on risk from officers; and
- To get involved in the identification of high level, strategic risks.

Responsibilities:

- To require officers to develop and implement an effective framework for risk management; and
- To require officers to report upon significant risks on a regular basis.

3.3 Clerk

Role:

- To support and develop the risk management culture of the Authority;
- To develop and maintain a risk management framework within the Authority ; and
- To report to the Authority periodically on the operation of the risk management framework.

Responsibilities:

- To ensure there is a written strategy in place for managing risk;
- To ensure the Authority has clear structures and processes for risk management which are successfully implemented;
- To ensure the Authority has developed a corporate approach to the identification and evaluation of risk which is understood by all staff;
- To ensure the Authority has well defined procedures for recording and reporting risk;
- To allocate resources for the maintenance of the Authority's risk register
- To ensure that regular reports are presented to the Authority (or Boards as appropriate) of significant risks facing the Authority;
- To provide advice on the risk implications of any decisions Members of the Authority are required to make;
- To ensure there are well-established and clear arrangements for financing risk;
- To ensure the Authority has developed a programme of risk management training for relevant staff; and
- To ensure that Members receive sufficient and appropriate information and training on risk management.

In discharging these responsibilities the Clerk is supported by the Fund Director and Head of Pensions Administration and senior officers of the Joint Secretariat. Risk management is a standing item on the monthly meetings of the Pensions Planning Group, which is chaired by the Deputy Clerk.

3.4 Pensions Planning Group

Role:

- To develop, maintain and oversee risk management and reporting within the Authority ; and
- To maintain the Authority's Risk Register.

Responsibilities:

- The identification and evaluation of significant risks that should be reported and monitored at a corporate level;
- The registration of key risks on Authority's Risk Register; the register to be maintained and updated by the Risk Co-ordinator appointed by the Clerk; and
- Action planning to mitigate the impact of risks on the achievement of the Authority's objectives.
- Ensure that risk controls and scores are reviewed on a regular basis by the functional teams.
- To identify "risk owners" for the significant risks who will be responsible for managing the risk and ensuring that the actions identified to mitigate the risk are carried out.

3.5 Strategic Risk Owners

- To complete all actions identified by the Pensions Planning Group.
- To report to the Pensions Planning Group on progress of work on the actions to mitigate the risk.

3.6 Service response

The Fund Director and his senior colleagues within the Service will be responsible for:

- Identifying the operational risks to the achievement of the Authority's objectives;
- Evaluating those risks, prioritising them and recommending the appropriate action to the Pensions Planning Group;
- Monitoring all operational risks on the Service Risk Register.
- Undertaking a regular review of risk controls and scores for all current risks.
- Providing guidance and training for staff on risk awareness.

3.7 Internal Audit

- The risk management process will be subject to audit.
- Internal Audit will provide advice on risk management processes.
- Internal Audit will regularly review the risk registers and incorporate risk areas into its work programme as appropriate.

Risk No.	Date Raised	Risk (Threat to achievement of business objective)	Current Risk Owner	Original Risk (no controls in place)			Control Measures in Place	Residual Risk (Control measures implemented)		
				Impact (1-4)	Likelihood (1-4)	Risk Rating		Impact (1-4)	Likelihood (1-4)	Risk Rating
1	Jan 2010	<u>MEMBER LEARNING AND DEVELOPMENT</u> Members do not acquire appropriate knowledge and expertise to discharge their statutory responsibilities.	Deputy Clerk	3	3	MEDIUM	<ul style="list-style-type: none"> • Induction training provided for new Members; • All Members attend the external LGPS 3 day fundamentals training course; • An in-house Fundamentals refresher was piloted and following positive appraisal will be repeated; • A Lead Member for (Member) learning and development has been appointed; • Presentations/briefing sessions are provided as part of work programme planning for the Authority and Boards; <p>The new LGPS scheme suggests an increased emphasis on Member knowledge and skills.</p> <p>The self-assessment framework for Members and Chairs will be reviewed when the new governance arrangements are in place.</p>	2	2	LOW
2	2006/07	<u>LOSS OF KEY STAFF</u> Loss of key staff i.e. Clerk, Treasurer, Head of Pensions Admin, Fund Director impacting upon people, reputation, continuity of operations & targets.	Clerk	3	4	HIGH	<ul style="list-style-type: none"> • Training of staff. Knowledge management. Use of minutes & central resources, external/professional courses to support workforce development; • Encourage involvement in all aspects of the management 	4	2	MEDIUM

Risk No.	Date Raised	Risk (Threat to achievement of business objective)	Current Risk Owner	Original Risk (no controls in place)			Control Measures in Place	Residual Risk (Control measures implemented)		
				Impact (1-4)	Likelihood (1-4)	Risk Rating		Impact (1-4)	Likelihood (1-4)	Risk Rating
							team meetings; promote continuity; Encourage input to policy group meetings; SYJS integration with BMBC offers added resilience in supporting the governance arrangements of the Authority; The Authority must begin to establish a Succession Plan in respect of the Fund Director and Head of Pensions Administration.			
3	2006/07	<u>INACCURATE PAY & CONTRIBUTIONS DATA FROM DISTRICT COUNCILS or DATA NOT PROVIDED IN A TIMELY MANNER</u> Operations, Targets, Reputation & Assets. Will affect the accuracy and production of the valuations and the information given to employees and pensioners.	Clerk/Head of Pensions Admin	3	3	MEDIUM	<ul style="list-style-type: none"> Section 41/District Officer & member monitoring meetings established; Regular report on progress to Corporate Planning & Governance Board, and standing item on SY Treasurers Association with practitioner officer working group established; External audit notified. 	2	3	MEDIUM
4	Mar 2009	<u>GLOBAL ECONOMIC PROBLEMS</u> Fund not immune from volatility of financial markets and economic crisis post 2008/09. Central bank actions distorting markets and bond yields : means costs of liabilities will increase significantly.	Clerk /Fund Director	4	2	MEDIUM	<ul style="list-style-type: none"> Protocol in place limiting financial exposure to any single organisation; Investment advice obtained from professional organisations, including but not limited to rating agencies; 	2	2	LOW

Risk No.	Date Raised	Risk (Threat to achievement of business objective)	Current Risk Owner	Original Risk (no controls in place)			Control Measures in Place	Residual Risk (Control measures implemented)		
				Impact (1-4)	Likelihood (1-4)	Risk Rating		Impact (1-4)	Likelihood (1-4)	Risk Rating
							<ul style="list-style-type: none"> Detailed contracts in place. Arrangements for interim actuarial valuations and liability checks made if necessary. 			
5		<u>SERVICE DELIVERY</u> Financial, People, Operational and Strategic Risks. If budget cuts required would necessitate compulsory redundancies ; ; impact upon staff morale & motivation; cost-effectiveness of staff has to be recognised in terms of performance delivered and standards	Clerk/Fund Director/Head of Pensions Admin	4	2	MEDIUM	Trade union consultation/liaison arrangements well established; HR function now partly in-house. Authority indicated support for maintaining present levels of service.	3	2	MEDIUM
6	Sept 2010	<u>FUTURE CHANGES TO LGPS</u> Financial, People, Operational, Strategic Regulatory Targets The new LGPS 2014 announced but ongoing consultations on governance and structure pursuant to Public Service Pensions Act and Proposed State Pension Reform will impinge upon longer term viability of LGPS. Employers' costs look set to increase significantly beyond 2017. Current Corporate Strategy will need to be updated in due course.	Clerk / Treasurer/Fund Director/Head of Pensions Admin	4	3	HIGH	Ongoing monitoring. FURTHER PLANNED CONTROL MEASURES: Too early to gauge impact of new LGPS reforms but increased costs to employers and employees of concern. Governance and longer term viability issues to be resolved.	4	3	HIGH

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SOUTH YORKSHIRE PENSIONS AUTHORITY

2 OCTOBER 2014

Report of the Clerk

SOUTH YORKSHIRE JOINT SECRETARIAT - INTEGRATION

1. Purpose of the Report

To inform Members of the progress made to date in integrating the support arrangements to the South Yorkshire Joint Authorities with Barnsley MBC acting as lead authority on behalf of South Yorkshire partners.

2. Recommendations

Members are recommended to:

- a) **approve the proposed arrangements to establish Barnsley as Lead Authority to provide relevant support services to the Authority with effect from April 2015 and that the relevant formal agreement between the Council and the Authority be amended**
 - b) **that following its meeting to receive the accounts and related reports for the financial year 2014/15, consideration be given to the future of the Joint Secretariat Management Board.**
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3. Background

- 3.1 At its meeting on 26th September 2014 the Joint Secretariat Management Board gave its approval to proposed integrated arrangements to support the Joint Authorities directly through Barnsley Council acting as lead authority and proposed that the Joint Authorities be recommended to formalise these arrangements with effect from 1st April 2015. This will result in the formal cessation of the SY Joint Secretariat as a "Brand" and a review of the future role of the Joint Secretariat Management Board.
- 3.2 This work is being progressed pursuant to a strategic brief issued by South Yorkshire Leaders following initial consideration by the Chief Executives in response to the implications of the sustainability of the Joint Secretariat arising from the creation of the Office of the Police and

4. Current Position

- 4.1 Following the retirement of the Clerk and Treasurer with effect from the 1st April 2014, the relevant positions of statutory officer for the Joint Authorities have been assumed by the Director of Finance, Property and Information Services and the Director of Legal and Governance for Barnsley MBC. The Director of Human Resources, Communications and Performance of Barnsley has assumed responsibility for the oversight of the Human Resources/FM functions of the Joint Secretariat. There has therefore been continuity in the oversight of the relevant functions following the retirement of the Clerk and Treasurer.
- 4.2 The initial emphasis has been on securing continuity of support to the Joint Authorities/OPCC with minimal change with reference to existing roles and responsibilities and location of staff.
- 4.3 The Director of Finance, Sheffield City Council has assumed responsibility for the Finance functions of the SCR Combined Authority which assumed the functions of the former ITA with effect from the 1st April 2014. The Director of Legal and Governance, Barnsley MBC acts as Monitoring Officer to the CA.
- 4.4 There has been ongoing dialogue and consultation with relevant staff overseen by the 3 relevant corporate Directors within Barnsley and appropriate consultation with trade unions. Effective dialogue and meeting arrangements have been established between the three Directors and senior management within the Joint Authorities/PCC.
- 4.5 The three corporate Directors have progressed consideration of proposals for the integration of the relevant roles into the new Business Units which are being established within Barnsley as part of its Future Council organisational change programme. These proposals were endorsed by the Joint Secretariat Management Board at its meeting on 26th September 2014.
- 4.6 Details of the specific arrangements for supporting the Joint Authorities and the PCC within those Business Units within the Barnsley Corporate Core are attached at Appendix A.

5. Next Steps

- 5.1 The Joint Authorities and the PCC and the District Councils will need to agree formally to these proposed alternative arrangements and the amendment of the formal Agreements signed in 1987 with Barnsley which provide expressly for the support arrangements to be delivered through a discrete Department of the Council with its own Chief Officer.

- 5.2 It has already been agreed by the Joint Authorities that the latter element be discontinued with effect from 1st April 2014 following the retirement of the former Clerk and Treasurer.
- 5.3 Barnsley is progressing the implementation of its Future Council proposals and the establishment of its new Business Units with a view to the new arrangements taking effect on 1st April 2015 and formal approval is being sought from the Authority to the amendment of the existing agreement within the same timeline. A similar report will therefore be progressed through the relevant October/November cycle of the other Joint Authority meetings.

6. Employee Implications

- 6.1 There will continue to be ongoing consultation with affected employees.
- 6.2 Barnsley will in early October be commencing appropriate consultation with all its employees as part of its Future Council organisation programme. All employees will receive a consultation letter including the staff employed within Barnsley who work within the SY Joint Secretariat. This consultation is in the case of those staff necessarily subject to the formal agreement of the Joint Authorities and the PCC with the proposed changes to the relevant Agreement which would bring about the cessation of the SY Joint Secretariat as a separate Department of the Council. In the event that the necessary formal approvals are not forthcoming, the Joint Secretariat would continue as a separate Department and the cost of its operation would continue to be recharged to the Joint Authorities
- 6.3 A limited number of Joint Secretariat staff will face an at risk situation from the integration; potentially three officers in the Finance area and two in the Human Resources area. Given that the proposed dissolution of the Joint Secretariat as a Department is happening in parallel with the Future Council exercise, where new Business Units are being established within the Corporate Core of the Council, all employees of the Council engaged in corporate support functions including those working within the Joint Secretariat are being treated on the same basis subject to the Council's proper Employment Policies and Procedures. In particular where existing posts continue in new Business Units, relevant staff will assimilate to these posts. This will be the case for a number of the posts currently within the Joint Secretariat. Where this is not the case those staff will have the same opportunities within ring fences to be established and be dealt with in accordance with the Council's at risk policies.
- 6.4 Whilst the Joint Secretariat has continued as a separate Department there has been some physical relocation of audit and facilities management staff where this has been conducive to more effective working. It is anticipated that the practicalities of the transfer of other relevant staff from 18 Regent Street to Gateway Plaza or Westgate

with regard to systems integration and related matters can be achieved for 1st April 2015 or earlier. As and when the position of SYJS staff in the new Business Units is clarified consideration will be given to their earlier relocation on a case by case basis having regard to what will facilitate effective working.

- 6.5 Governance staff directly supporting elected members will continue to be located at 18 Regent Street where the SYFR Authority and the SY Pensions Authority will continue to meet. The Sheffield City Region Combined Authority meets at Rotherham Town Hall but this has not affected the location of any staff.
- 6.6 None of these proposals raises any direct implications for employees of the South Yorkshire Pensions Authority itself or their physical location.

7. Financial Implications

- 7.1 Moving to a lead authority model allows for more efficient and integrated working for the mutual benefit of both the Joint Authorities and Barnsley without compromising appropriate levels of support. Ultimately it will be for each Joint Authority to decide the level of support which it requires and the costs will be recharged accordingly. However given the current overall financial situation it is not anticipated that the Joint Authorities will be looking for any increased levels of support which cannot be provided from available staffing resources within the relevant Business Units in Barnsley.
- 7.2 Budgets have been set for the Joint Authority recharges from the South Yorkshire Joint Secretariat for the financial year 2014/15 based on the historic approach for ascertaining such costs and hence there has been no increase in the cost of recharges.
- 7.3 Work is ongoing by the Director of Finance of Barnsley Council to review the recharging methodology and submit proposals which can be incorporated into Joint Authority budgets for 2015/16. There will be appropriate consultation with Chairs and lead officers. It is not anticipated that this will result in an overall increase in the level of recharges but there is the opportunity to achieve greater clarity and consistency as to how costs are distributed between the respective Joint Authorities.

8. Legal Implications

- 8.1 As indicated above it will be necessary for there to be amendments to the formal Agreements which exists between the 4 Local Authorities and the Joint Authorities for the provision of support services by Barnsley to reflect these revised arrangements.

9. Future Governance

- 9.1 The South Yorkshire Joint Secretariat is recognised as a relevant body for the purpose of statutory audit arrangements and prepares accounts on the basis of its status under regulations as a “Small Body.” The Joint Secretariat Management Board is the body charged with governance for the purpose of receiving those accounts and the relevant external audit report.
- 9.2 This accounting arrangement will cease following the establishment of the costs of supporting the Joint Authorities within mainstream Barnsley budgets for its relevant Business Units. The cost of supporting the Joint Authorities will be recovered as income to support those budgets through the recharging arrangements.
- 9.3 It will be necessary for there to be appropriate arrangements to oversee the Governance of the future provision of support services by Barnsley. However there would no longer be a need for statutory purposes to maintain the Joint Secretariat Management Board as a separate body.
- 9.4 It is proposed that appropriate consultation arrangements should be established between the corporate Directors of Barnsley and the relevant Joint Authority Chairs and Senior officers to take effect after April 2015. There will be the need for at least one final meeting of the Board to receive the accounts and related reports in respect of the financial year 2014/15. Thereafter it would seem appropriate for the Board to be formally dissolved.

D Terris
Clerk to the Authority

Officers responsible:

Andrew Frosdick, Director of Legal and Governance, Barnsley MBC.
01226 773001

Frances Foster, Director of Finance Property and IS,
Barnsley MBC. 01226 773163

Julia Bell, Director of Human Resources, Performance & Communications,
Human Resources 01226 773304

Background papers used in the preparation of this report are available for inspection at the offices of the Authority in Barnsley.

Other sources and references: None

Appendix A

Legal and Governance

The Directorate of Legal and Governance will be responsible for two areas of support:

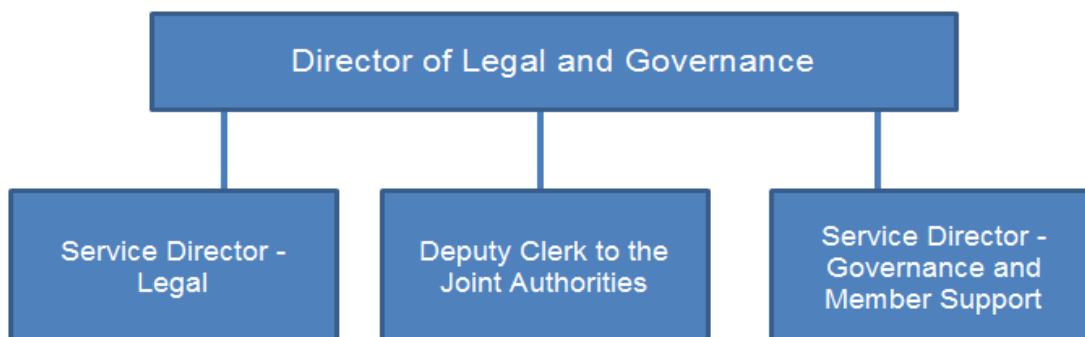
1. Governance and Member Support

This is the area of activity which is of particular direct interest to elected Members providing governance support for the organisation and servicing of South Yorkshire Pensions Authority and related meetings and associated policy support. Given there are no immediate proposals to change significantly the number of meetings it has been recognised that the existing team should continue as a discrete section overseen by the existing Deputy Clerk who will now report directly to the Director of Legal and Governance. The Director has been attending personally all principal meetings of the SY Pensions Authority consistent with their role as Monitoring Officer and provides high level strategic legal and governance advice to members and senior management of the Authority.

The Joint Authority Governance team will continue to be based in 18 Regent Street so they are available and accessible to members as required.

The Deputy Clerk is a member of the Legal and Governance Management Team and there is now a greater opportunity for mutual support between the two Governance teams to deal with peaks in workload and to diversify the skills and experience of members of both teams. Whilst therefore the focus of each team will be on their immediate area of responsibility the objective is to achieve a position where both teams can equally effectively do work to support each other to maximise flexibility.

Legal and Governance Directorate - Management Structure April 2015



2. Legal Services

There is a small team of three legal staff within the Joint Secretariat who support the work of the South Yorkshire Pensions Authority. These legal staff will become part of the Legal Service Business Unit and be located with the remainder of the legal team in Westgate. The most senior lawyer whose principal responsibilities relate to the SYFRA will be part of the litigation team as reporting to the Service Director (Legal). The Legal/Insurance Officer will also be part of the Litigation team and the focus of their work will progressively move towards providing litigation support as the insurance work of the Joint Authorities will integrate with the insurance team within the Finance Directorate of BMBC. The third Legal Officer will be part of the Property and Contracts team reporting to the Legal Services Manager which reflects the focus of their workload.

Overall the South Yorkshire Pensions Authority will have access to a significantly larger pool of legal capacity and expertise across the whole of Legal Services which will seek to integrate its "offer" so it can support the Joint Authorities. All work is undertaken on a recharge basis and so reflects the actual time and cost of the work undertaken rather than the number of legal staff potentially available. The greater capacity affords the opportunity to reduce the amount of Joint Authority legal work which has to be outsourced at present in view of the small size of the team.

3. Finance , Assets and IS

The finance Business Unit within Barnsley Council is currently being restructured for implementation in April 2015. As part of this restructure the ongoing requirements for the SYFRA and SY Pensions Authority have been taken account of in the staffing levels proposed.

In addition to the Director of Finance, Assets and IS, the Service Director Finance will also be available for strategic advice.

The current Deputy Treasurer at the Joint Sec had early in the process indicated that she wished to retire due to ongoing health problems and this has been agreed.

A new post of Strategic Finance Manager will also be responsible for ensuring that the accounting and budgetary roles currently undertaken by the Joint secretariat continue to be supplied, however discussions are also taking place with senior officers on the most effective way to deliver such services going forward.

Discussions have also taking place with the OPCC Chief Executive who has indicated going forward that no further finance support will be required and these discussions are ongoing in relation to potential TUPE transfers.

All staff involved in current work are being included within the ringfence for the new finance Business Unit and have already been informally consulted on the proposals.

The new arrangements will ensure that the current level of service can be delivered and a wider base and skills set will also be available to support any additional requirements

4. Human Resources and Performance

It has been recognised that given the way in which the Human Resources work has been organised within the South Yorkshire Joint Secretariat it is most appropriate to TUPE transfer the member of staff who has dealt principally with transactional SYPA related matters. The SYPA will therefore have continuity of access to the same human resources advisory capacity as at present and in addition will have the support of the Director and other colleagues to deal with strategic HR issues as appropriate.

Facilities management staff responsible for the operation of 18 Regent Street will remain there as to provide the necessary support for the South Yorkshire Pensions Authority as the remaining occupational tenant.

Staff who are currently employed in Human Resources and Business Support at the Joint Secretariat will be included in the ring fence alongside all other staff in similar posts across the Council when the statutory consultation process for the Future Council starts on 8th October. If it is agreed that the roles that they currently perform remain unchanged in all respects, then they will be assimilated into those posts on new structures. Where there are changes to the roles, which will be the subject of consultation with members of the Joint Authorities, then the staff will be dealt with in accordance with the Councils' Managing Change Policy.

The undertaking given by the Director of HR to Members in terms of continuity of service provision will underpin any staffing proposals that are developed, and all staff affected will be invited to consultation events throughout the Autumn.