

Subject	Key scheme communications	Status	For Publication
Report to	Local Pension Board	Date	3 November 2022
Report of	Head of Pensions Administration		
Equality Impact Assessment	Not Required	Attached	No
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1 Purpose of the Report

- 1.1 To provide members with the opportunity to comment on the content of a number of scheme communications.
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2 Recommendations

- 2.1 Members are recommended to:
- a. **Review the draft content of scheme member newsletters and comment as appropriate**
 - b. **Note the content of recent employer communications**
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3 Link to Corporate Objectives

- 3.1 This report links to the delivery of the following corporate objectives:

Customer Focus

To design our services around the needs of our customers (whether scheme members or employers). Regular newsletters are a key method of communicating with the scheme membership.

Listening to our stakeholders

To ensure that stakeholders' views are heard within our decision making processes. Members of the Board are uniquely placed to comment on communications with scheme members and employers.

4 Implications for the Corporate Risk Register

- 4.1 The actions outlined in this report do not have implications for the Corporate Risk Register.

5 Background and Options

- 5.1 At previous meetings of the Board, suggestions have been made that it might be beneficial for the Board to be sighted on global communications intended to be distributed to scheme members as the members of the Board have a unique perspective as representatives of both scheme members and employers which might not otherwise be considered.
- 5.2 In line with the Communication Strategy, SYPA issues newsletters to all current and past scheme members at least annually and the newsletters for active members and for pensioners are currently being drafted. This provides an opportunity for the Board to review the proposed content and make any suggestions either for amendments to the existing draft content or for articles which could helpfully be included in any future publications.
- 5.3 This report therefore includes copies of the following draft newsletters:-
- Appendix A** – current (unproofed) design draft of ‘Retirement Insight’ which is the newsletter for Pensioner Members
- Appendix B** – current (undesigned) draft of content for ‘Pension Planning’ which is the newsletter for active members
- 5.4 SYPA also regularly communicates quarterly with employers in the fund and **Appendix C** shows the latest newsletter that was issued to employers. This is for information purposes only on this occasion as the employer communication has already been issued.

6 Implications

- 6.1 The proposals outlined in this report have the following implications:

Financial	None
Human Resources	None
ICT	None
Legal	None
Procurement	None

Jason Bailey

Head of Pensions Administration

Background Papers	
Document	Place of Inspection