

DEVON & SOMERSET FIRE & RESCUE AUTHORITY

LOCAL PENSIONS BOARD

DATE OF MEETING	9 September 2020
SUBJECT OF REPORT	CONSULTATION ON DRAFT TEMPLATE FPS ADMINISTRATION, MANAGEMENT AND GOVERNANCE STRATEGY
REPORT AUTHOR	Director of Resourcing (Authority Treasurer)
EXECUTIVE SUMMARY	<p>This paper advises the Board of the consultation issued by the Firefighters Pension England Scheme Advisory Board (SAB) on 30 June 2020.</p> <p>The consultation sought views on the introduction of a template pension administration strategy to complement any formal service level agreement in place by clearly setting out the roles and expectations of scheme managers and administrators, helping to formalise standards between both parties as well as improving communication and engagement.</p> <p>The deadline for responding to the consultation was 31 August 2020. The Director of Resourcing (Authority Treasurer) has responded to the consultation. The responses submitted are set out in the paper and it is suggested that the Board may wish to advocate that the Scheme Manager adopts the template admission strategy, tailored accordingly to meet its requirements, and to agree timescales for doing so.</p>
APPENDICES	<p>A. SAB Consultation on draft template FPS Administration, Management and Governance Strategy.</p> <p>B. FPS Administration, Management and Governance Strategy</p>

- 1.1. On 30 June 2020, the Firefighters Pension England Scheme Advisory Board (SAB) published a consultation seeking views on the introduction of a template pension administration strategy. The template is intended to complement any formal service level agreement in place by clearly setting out the roles and expectations of scheme managers and administrators, helping to formalise standards between both parties as well as improving communication and engagement. A copy of the consultation document is attached at Appendix A. The proposed template strategy is attached at Appendix B.
- 1.2. The deadline for responding to the consultation, which posed five specific questions in addition to seeking other comments, was 31 August 2020. The response submitted to the consultation were:

Question

Do you agree with the employer duties and responsibilities listed? If not, please outline why.

Response

Yes

Question

Do you agree with the administrator duties and responsibilities listed? If not, please outline why.

Response

Yes

Question

Are there any additional functions/ tasks which should be added to section 8: Service standards?

Response

Time to record and resolve complaints or issues raised with the administrators by members or the scheme manager

Question

Are the standard timescales listed in Appendix 1 reasonable and in line with statutory deadlines?

Response

Yes

Question

Will you adapt and implement the template strategy for your authority in line with best practice? If not, please explain why.

Response

Yes

Please detail any other comments not covered by the above.

Response

N/A

- 1.3. Adoption of the template strategy would assist, amongst other things, in consolidating many of the documents currently on the Board's website into one place. It is suggested that the Board may wish to advocate that the Scheme Manager adopts the template admission strategy, tailored accordingly to meet its requirements, and to agree timescales for doing so.

AMY WEBB
Director of Resourcing