

6.0 STATEMENTS OF POLICY

The statutory legislation under which the LGPS is regulated requires a number of written policies to be prepared, published and maintained. Many of these policies are referred to throughout this handbook and so members of the '3 Committees' will want to familiarise themselves with the policy documents all of which can be found on the [Pension Fund website](#)¹.

6.1 *Statutory policies*

All of the current statutory policies are listed below:

- Funding Strategy Statement ([Regulation 58](#)² of the LGPS Regulations 2013);
- Governance Compliance Statement ([Regulation 55](#)³ of the LGPS Regulations 2013);
- Pension Administration Strategy ([Regulation 59](#)⁴ of the LGPS Regulations 2013);
- Statement of Investment Principles ([Regulation 12](#)⁵ of the LGPS (Management and Investment of Funds) Regulations 2009 (as amended));
- Statement of Policy Concerning Communications ([Regulation 61](#)⁶ of the LGPS Regulations 2013);

6.2 *Non-statutory policies*

In addition to those statutory policies listed above the administering authority/Pension Fund also has a number of additional statements and documents setting out policy and procedure in an effort to assist in the efficient and effective governance of the LGPS. These documents are listed below:

- Cash management policy;
- External fund managers due diligence policy;
- Investment Philosophy;
- Managing Risks;
- Pension Administration Service Level Agreement;
- Reporting Breaches of the Law;
- Service level agreement between the Royal Borough of Windsor & Maidenhead as administering authority and the pension administration team.

All of these documents can also be found on the [Pension Fund website](#)⁷.

¹ http://www3.rbwm.gov.uk/bpf/downloads/download/1/pension_fund_policies

² <http://www.lgpsregs.org/index.php/strategies?showall=&start=1>

³ <http://www.lgpsregs.org/index.php/administering-authorities?showall=&start=2>

⁴ <http://www.lgpsregs.org/index.php/strategies?showall=&start=2>

⁵ <http://www.legislation.gov.uk/uksi/2009/3093/regulation/12/made>

⁶ <http://www.lgpsregs.org/index.php/strategies?showall=&start=4>

6.3 Scheme employer policies

Every scheme employer is required under [Regulation 60](#)⁸ of the LGPS Regulations 2013 to prepare a written statement and to publish that statement in relation to the exercise of its discretionary functions in accordance with the following Regulations:

- [16\(2\)\(e\) and 16\(4\)\(d\)](#)⁹ – funding of additional pension;
- [30\(6\)](#)¹⁰ – flexible retirement;
- [30\(8\)](#)¹¹ – waiving of actuarial reduction
- [31](#)¹² – award of additional pension.

A further compulsory policy statement needs to be made with regard to [paragraph 2\(2\) of Schedule 2](#)¹³ of the Transitional Regulations whereby a scheme employer needs to determine how it will deal with switching on certain Scheme protections ([the 85 year rule](#))¹⁴ afforded to certain scheme members who voluntary elect to retire between the ages of 55 and 60.

In addition to those compulsory policy statements listed above a further number of policy statements are recommended for administrative ease.

A guide to completing a policy statement along with a pro-forma policy document is available from the employer's section of the [pension fund website](#)¹⁵. Once completed a scheme employer is required to send a copy of their statement to the administering authority where a copy is retained.

Scheme employers are tasked with keeping their policy statement under review and publishing any amendments that they make.

⁷ http://www3.rbwm.gov.uk/bpf/downloads/download/1/pension_fund_policies

⁸ <http://www.lgpsregs.org/index.php/strategies?showall=&start=3>

⁹ <http://www.lgpsregs.org/index.php/contributions?showall=&start=7>

¹⁰ <http://www.lgpsregs.org/index.php/benefits>

¹¹ <http://www.lgpsregs.org/index.php/benefits>

¹² <http://www.lgpsregs.org/index.php/benefits?showall=&start=1>

¹³ <http://www.lgpsregs.org/index.php/regs-legislation/timeline-transitional-regulations-2014?showall=&start=28>

¹⁴ <http://www.lgpsregs.org/images/AdministrationGuides/85YearRulev1.8clean.pdf>

¹⁵ <http://www.berkshirepensions.org.uk/bpf/downloads/2/employers>