

SCHEME ADVISORY BOARD SURVEY OF FPS LOCAL PENSION BOARDS

* indicates a mandatory field

Section 1 : Compliance & Administration

Part 1

1 When did the Board first meet? (insert date DD/MM/Year)*

17/07/2015

2 How often a year is the Board required to meet?*

Twice

3 How many meetings have been held to date?*

5

4 What is the number of employer representatives on the Board?*

2

5 What is the number of employee representatives on the Board?*

2

6 Was the Chair of the Board :-*

Selected by Board Members

7 Is the Chair of the Board :-*

A Member of the Board

8 Is the Chair of the Board remunerated?*

No

9 Are any other members of the Board remunerated?*

No

10 Are expenses paid to Board members?*

Yes

11 Is facility time given by the scheme manager to employee representatives of the Board?*

Yes

Part 2

12 Does the Board have a terms of reference?*

Yes

13 Does the Board have a conflict of interest register?*

Yes

14 Do you keep a register of breaches of the law?*

Yes

15 Is there a risk register?*

Yes

16 Is there a training programme for Board members to acquire knowledge and understanding?*

Yes

16a What training has been undertaken so far?

TPR Toolkit, Scheme Rules/Regulations, Governance, roles, responsibilities and current and future issues affecting pension boards

17 Where "YES" has been given as the answer to Questions 12 to 16, on a scale of 1 (very poor to 10 (very good), how would you evaluate :-

i) the terms of reference

1 (10)

ii) the conflict of interest register

1 (10)

iii) the register of breaches

1 (10)

iv) the risk register

1 (10)

v) the knowledge and understanding programme

1 (10)

18 Is the Board compliant with guidance issued by the Scheme Advisory Board?*

Yes

19 If the answer to Question 18 is "No", give reasons below :-

N/A

20 Give up to three examples where you think the Board is working well :-

- 1. Up to date with policies and procedures
- 2. Regular meetings

21 Give up to three examples where you think the Board could improve what it does:-

- 1. More stable membership

Section 2 : Operation and Working Relationship

22 Who or whom is the scheme manager?

CFO (delegated to Executive Director Service Support/s151 Officer)

22a Is there an effective delegation of the scheme manager in place?

Yes

22b Who manages the delegation?

Other(please specify)

Executive Director Service Support/s151 Officer

22c On a scale of 1 to 10 how would you evaluate the management of the delegation?

1

10

23 On a scale of 1 (very poor) to 10 (very good), how would you evaluate :-

i) the relationship between the scheme manager and the board?

1

10

ii) the board's ability to identify non-compliance with legal requirements?

1

8 10

iii) the board's ability to make recommendations to the scheme manager when non-compliance has been identified?

1

8 10

iv) the scheme manager's response to any such recommendations?

1

8 10

v) the effectiveness of communication between the scheme manager and the board?

1

10

24 Has the administrator in any capacity attended any local pension board meetings?*

No

25 In the last 12 months, have any breaches of the law been identified by the local pension board?*

No

26 Who is responsible for agreeing the agenda for local pension board meetings?*

Scheme manager

27 Have any local pension board meetings not been quorate?*

No

28 Is voting a regular feature of local pension board meetings?*

No

29 Does the local pension board have a webpage on the Fire and Rescue Service web site?*

Yes

29a If so, what is the address?

<http://www.humbersidefire.gov.uk/fire-authority/pension-board>

30 Does the local pension board have a workplan?*

Yes

31 Has the local pension board agreed any success measures/KPIs for its work?*

No

32 Has the local pension board produced an Annual Report?*

No

32a If so, where is it published?

33 Are the local pension board's papers agenda, papers, etc, available on the board's webpage?*

Yes

34 Does the local pension board have control of a budget?*

No

35 If it has a budget, can it be used to access independent external advice?*

N/A

36 Does the local pension board have access to internal and external audit reports?*

Yes

37 Describe below any ways in which you think the working relationship between the scheme manager, Fire and Rescue Authority and the board could be improved.

Stable board membership

38 Please use this space for any other comments you have about the new governance arrangements.

39 Please confirm the capacity in which you are completing this survey*

Other (please specify)

Finance Officer (HFRS)

40 Please confirm the name of the organisation/pension board you represent*

Humebrside Fire Authority

Submit