

# SCHEME ADVISORY BOARD SURVEY OF LGPS LOCAL PENSION BOARDS

## Section 1 : Compliance & Administration

### Part 1

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

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

**3 How many meetings have been held to date?\***

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

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

**6 How was the Chair of the Board appointed?\***

 

**7 Is the Chair of the Board remunerated?\***

 

**8 Are any other members of the Board remunerated?\***



**9 Are expenses paid to Board members?\***



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



## Part 2

**11 Is there a written constitution for the Board?\***



**12 Does the Board have a terms of reference?\***



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



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



**15 Is there a risk register?\***



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



**17 Where "YES" has been given as the answer to Questions 11 to 16, on a scale of 1 (very poor to 10 (very good), how would you evaluate :-**

**i) the constitution**

1 10

**ii) the terms of reference**

1 10

**iii) the conflict of interest register**

1 10

**iv) the register of breaches**

1 10

**v) the risk register**

1 10

**vi) the knowledge and understanding programme**

1 10

**18 Is personal liability or indemnity insurance available to Board members?\***

select



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

select



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

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

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

## Section 2 : Operation and Working Relationship

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

**i) the relationship between the administering authority and the board?**

1 10

**ii) the relationship between the pensions' committee and the board?**

1 10

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

1 10

**iv) the board's ability to make recommendations to the administering authority when non compliance has been identified?**

1 10

**v) the administering authority's response to any such recommendations?**

1 10

**vi) the effectiveness of communication between the administering authority, pensions' committee and the board?**

1 10

**vii) the knowledge and understanding programme available to the board?**

1 10

**24 Has the administering authority in any capacity attended any local pension board meetings?\***

select



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

select



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

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

select



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

select



**29 Does the local pension board have a webpage on the administering authority's web site?\***

select



**30 Does the local pension board have a workplan?\***

select



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

select



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

select



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



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



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



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



**37 Describe below any ways in which you think the working relationship between the administering authority, pensions' committee and the board could be improved.**

**38 Use the space below to comment on any other aspect of the new governance arrangements that you consider to be relevant.**

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



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