

**Isle of Wight Council Pension Fund
Governance Compliance Statement
For the year ended 31 March 2015**

Dated: 29 May 2015

Principle	Detailed Best Practice Principle	Compliance statement
A. Structure	<ul style="list-style-type: none"> a) The management of the administration of benefits and strategic management of fund assets clearly rests with the main committee established by the appointing council. b) That representatives of participating LGPS employers, admitted bodies and scheme members (including pensioner and deferred members) are members of either the main or secondary committee established to underpin the work of the main committee. c) That where a secondary committee or panel has been established, the structure ensures effective communication across both levels. d) That where a secondary committee or panel has been established, at least one seat on the main committee is allocated for a member from the secondary committee or panel. 	<p>Fully compliant</p> <ul style="list-style-type: none"> a) The Isle of Wight Pension Fund Committee forms part of the council's constitution, which includes the terms of reference for the committee. b) The terms of reference for the committee specify that the membership should include employer and member representatives. c) There is no secondary committee. d) Not applicable. <p>At the January 2015 meeting of the Isle of Wight Council, a new Local Pension Board was constituted, and draft terms of reference were approved, in accordance with the requirements of the Public Sector Pensions Act 2013 (PSPA13). The membership composition of the Board was approved in principle. A training event on 21 May 2015 will provide greater detail about the next steps required in populating the Board and convening the first meeting.</p>
B. Committee Membership and Representation	<ul style="list-style-type: none"> a) That all key stakeholders are afforded the opportunity to be represented, within the main or secondary committee structure. These include:- <ul style="list-style-type: none"> i) employing authorities (including non-scheme employers, e.g. admitted bodies); ii) scheme members (including deferred and pensioner scheme members); iii) where appropriate, independent professional observers, and iv) expert advisors (on an ad-hoc basis) 	<p>Fully compliant</p> <ul style="list-style-type: none"> a) The committee membership (as stated in the council's constitution) includes 7 elected members (the council being the largest employer), 1 employee representative (UNISON) and 1 employer representative (nominated by the admitted bodies). The committee is advised by fund managers, actuaries and independent investment advisers.

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	b) That where lay members sit on a main or secondary committee, they are treated equally in terms of access to papers and meetings, training and are given full opportunity to contribute to the decision making process, with or without voting rights.	b) All members are given equal access to meetings and papers, which are published on the council's website. All members are invited to attend all training sessions, and any ad-hoc meetings convened for specific purposes (for example appointment of advisers)
C. Selection and role of lay members	a) That committee or panel members are made fully aware of the status, role and function they are required to perform on either a main or secondary committee. b) That at the start of any meeting, committee members are invited to declare any financial or pecuniary interest related to specific matters on the agenda	Fully compliant a) The role of the committee is fully explained in the council's constitution. Training has been provided to all members on the background to the LGPS, the role of the committee, the governance structure and future changes. b) There is a standing agenda item at the start of each committee meeting to record declarations of interest.
D. Voting	a) The policy of individual administering authorities on voting rights is clear and transparent, including the justification for not extending voting rights to each body or group represented on main LGPS committees.	Fully compliant a) Voting rights for each type of membership are set out in the council's constitution.
E. Training/Facility time/Expenses	a) That in relation to the way in which statutory and related decisions are taken by the administering authority, there is a clear policy on training, facility time and reimbursement of expenses in respect of members involved in the decision-making process. b) That where such a policy exists, it applies equally to all members of committees, sub-committees, advisory panels or any other form of secondary forum. c) That the administering authority considers the adoption of annual training plans for committee members and maintains a log of all such training undertaken.	Fully compliant a) These items are set out in the council's constitution. b) All items contained in the constitution are applicable to all members of the committee. c) The committee training needs analysis has not been formally updated since July 2013, although the training plan is regularly reviewed and updated throughout the year. The membership of the committee has been relatively stable since July 2013, so the underlying level of understanding of members is unchanged. Members' attendance at committee training sessions and external training is reported in the fund's Knowledge and Skills Compliance Statement, as part of the annual report.

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F. Meetings (frequency/quorum)	<ul style="list-style-type: none"> a) That an administering authority's main committee or committees meet at least quarterly. b) That an administering authority's secondary committee or panel meet at least twice a year and is synchronised with the dates when the main committee sits. c) That an administering authority who does not include lay members in their formal governance arrangements, must provide a forum outside of those arrangements by which the interests of key stakeholders can be represented 	<p>Fully compliant</p> <ul style="list-style-type: none"> a) The committee meets four times a year. b) Not applicable c) All employers are invited to the annual general meeting of the committee in July. Employers are also invited to meetings to consider the triennial valuation results <p>The terms of reference for the new Local Pensions Board specify that it will meet on a sufficiently regular basis to fulfil its statutory obligations. The meetings (once convened) will be synchronised with those of the Committee, whose decisions it will be reviewing.</p> <p>A training event attended on 21 May 2015 will provide more information about the operation of the board.</p>
G. Access	<ul style="list-style-type: none"> a) That, subject to any rules in the council's constitution, all members of main and secondary committees or panels have equal access to committee papers, documents and advice that falls to be considered at meetings of the main committee. 	<p>Fully compliant</p> <ul style="list-style-type: none"> a) All agendas, papers and minutes are available to members and the public via the council's website. All papers are published in advance of the meetings, in accordance with the council's democratic service standards.
H. Scope	<ul style="list-style-type: none"> a) That administering authorities have taken steps to bring wider scheme issues within the scope of their governance arrangements. 	<p>Fully compliant</p> <ul style="list-style-type: none"> a) The committee now receives reports on membership (including employers), administration standards, and funding levels as well as continuing to receive reports and presentations from fund managers. Reporting will continue to develop as regulations and guidance on the new governance arrangements are produced. <p>A governance health check was undertaken during the year, which indicated that the committee was operating effectively.</p>

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I. Publicity	a) That administering authorities have published details of their governance arrangements in such a way that stakeholders with an interest in the way in which the scheme is governed, can express an interest in wanting to be part of those arrangements.	<p>Fully compliant</p> <p>a) All statutory statements and policies form part of the fund's annual report, which is published on the council's website.</p> <p>All strategies and policies are now available on the Pensions section of the council's website</p>