

**PENSION BOARD
4 FEBRUARY 2019****ADMINISTERING AUTHORITY – ADMINISTRATION
UPDATE**

1. Recommendation

The Head of Human Resources and Organisational Development recommends that Board members note the update on the Pensions Administration Strategy and Policy Statement on Communications

Pensions Administration Strategy & Policy Statement on Communications

2. The Funds Administration Strategy and Policy Statement on Communications have been reviewed and updated. These documents have been sent to all employers for consultation with a return date of Wednesday 27 February 2019.
3. A copy of each document is attached for the Board for review and to receive their feedback.
4. The Pensions Administration Strategy and Policy Statement on Communications will be presented to the next Pension Committee in March 2019 for sign off.

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Supporting Information

Appendix 1 – Draft Funds Administration Strategy

Appendix 2 – Policy Statement on Communications

Background Papers

In the opinion of the proper officer (in this case the Chief Financial Officer) there are no background papers relating to the subject matter of this report: