

**APPENDIX 1**

**Merseyside Pension Fund**

**Governance Compliance Statement (Updated 6 April 2009)**

**Part II/A - Structure**

- 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.**

	Not Compliant				Fully Compliant
a)					√
b)					√
c)					√
d)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Part II/B - Representation**

a) That all key stakeholders are afforded the opportunity to be represented within the main or secondary committee structure. These include:-

- i) employing authorities (including non-scheme employers, eg, admitted bodies);
- ii) scheme members (including deferred and pensioner scheme members),
- iii) independent professional observers, and
- iv) expert advisors (on an ad-hoc basis).

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.

	Not Compliant				Fully Compliant
a)					√
b)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Part II/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.**

	Not Compliant				Fully Compliant
a)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Part II/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.**

	Not Compliant				Fully Compliant
a)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

Having regard to the results of consultation undertaken with stakeholders as to whether voting rights should be extended to employee representatives, Committee agreed to retain for the time being the current arrangements in respect of observer status for employee representatives. The responses received from stakeholders to the consultation were supportive of the current position with no dissatisfaction expressed with the current arrangements.

**Part II/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.

	Not Compliant				Fully Compliant
a)					√
b)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Part II/F – Meetings (frequency/quorum)**

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 administering authorities who do not include lay members in their formal governance arrangements, provide a forum outside of those arrangements by which the interests of key stakeholders can be represented

	Not Compliant				Fully Compliant
a)					√
b)					√
c)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Part II/G - Access**

**a) That subject to any rules in the councils 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.**

	Not Compliant				Fully Compliant
a)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Part II/H – Scope**

**a) That administering authorities have taken steps to bring wider scheme issues within the scope of their governance arrangements**

	Not Compliant				Fully Compliant
a)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:



**Part II/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.

	Not Compliant				Fully Compliant
a)					√

Reason for non-compliance (Regulation 31 of the Administration Regulations 2008 Regulation 73A(1)(c) 1997 Regulations):

Comments on ratings given above:

**Details of the governance arrangements, full contact details for Committee Members, and agenda and minutes of Committee meetings are available on the Fund's website.**

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