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# Havering Pension Fund Annual Report March 2025



Pensions Regulator Registration Number: 10027841



Chair's Introduction .....	- 2 -
<b>Fund Management .....</b>	<b>- 3 -</b>
Risk Management .....	- 5 -
<b>Governance and Training .....</b>	<b>- 9 -</b>
<b>Financial Performance.....</b>	<b>- 16 -</b>
<b>Fund Account, Net Asset Statement and Notes .....</b>	<b>- 24 -</b>
<b>Investments and Funding.....</b>	<b>- 25 -</b>
Asset Pool.....	- 38 -
<b>Administration .....</b>	<b>- 43 -</b>
Scheme Administration Report.....	- 48 -
<b>Actuarial Statement .....</b>	<b>- 60 -</b>
<b>External Audit Opinion .....</b>	<b>- 62 -</b>
<b>Appendices .....</b>	<b>- 63 -</b>
Further Reading .....	- 63 -
Other useful contacts: .....	- 63 -
Glossary.....	- 64 -

# Chair's Introduction

As Chair of the Pension Committee, I am pleased to present the 2024/25 Pension Fund Annual Report, highlighting our activities and accomplishments over the past year.

As today's stewards of the Havering Pension Fund ("the Fund"), my colleagues on the Pensions Committee, the members of our Local Pension Board and the Fund Officers take their responsibilities to all stakeholders very seriously. This includes 22,634 scheme members and 65 active employers, ensuring that the scheme is managed locally with efficiency and effectiveness on their behalf.

The Fund's net asset value rose to £1,008m, an increase of 4.0% from 2023/24. Our long-term investment strategy continues to yield positive results, with annual returns of 3.64%, 2.38% over three and 6.99% over five years.

The Fund continues to have a close relationship with the London CIV, its asset pool. The Fund has already pooled £635.3m (64%) of its assets, and the London CIV has reported that Havering achieved a net saving of £0.69m in 2024/25 from enjoying the economies of scale of pooling.

The government's "Fit for the Future" reforms aim to enhance the efficiency and sustainability of public sector pension schemes. In alignment with these reforms, the Havering Pension Fund is committed to meeting the 31 March 2026 deadline to transfer all remaining assets to the London CIV pool management. This transition is a crucial step in ensuring that the Fund continues to benefit from the economies of scale, improved governance, and enhanced investment opportunities provided by the London CIV. Our dedication to these reforms underscores our commitment to delivering long-term value and sustainability for our members and stakeholders.

The Fund continues to fund its private market mandates in line with agreed commitments, with £13.9m deployed during the year.

The Committee will continue to deliver the work plan as set out in the [Business Plan](#). The Business Plan details the work undertaken by the Committee during 2024/25 and the plan of work for the forthcoming three years. The Business Plan is reviewed and updated annually. Any training and development undertaken is shown in the Business Plan. Also included within this report is an overview of the activities of the Pension Administration Team.

My committee colleagues and I remain steadfast in our determination to recruit new members, especially in those groups that are under-represented, invest responsibly, and provide excellent value for council tax payers, employers, and other stakeholders of the Fund.

I trust that this report is both clear and informative to Fund members and the public.



**Councillor John Crowder**  
**Chair of the Pensions Committee**

# Fund Management

Day to day management of the Fund is delegated to the authority's statutory section 151 officer.

The Pensions and Treasury team within Finance ensures that members of the Committee receive advice on investment strategy and monitoring of the investment managers. The team also reviews management arrangements and other issues as appropriate, as well as accounting for the activities of the Fund.

The Local Pension Partnership Administration (LPPA) is the main contact point for all member and employer scheme queries, employees who wish to join the scheme and for advice on procedures or complaints.

## Senior Officers Responsible for the Fund

Andrew Blake-Herbert	Chief Executive
Kathy Freeman	Strategic Director of Resources / Section 151 Officer
Sarah Bryant	Director of Exchequer & Transactional Services
Debbie Ford	Pension Fund Manager (Finance)

## Asset Pool for the Fund

Manager	Mandates	Website
London Collective Investment Vehicle (LCIV)	<ul style="list-style-type: none"> <li>Absolute Return Fund</li> <li>Global Alpha Paris Aligned Fund</li> <li>Global Bond Fund</li> <li>Passive Equity Progressive Paris Aligned Fund (PEPPA)</li> <li>Renewable Energy Fund</li> </ul>	<a href="http://Londonciv.org.uk">Londonciv.org.uk</a>
<b>Funds deemed pooled</b>		
Legal & General Investment Management (LGIM)	<ul style="list-style-type: none"> <li>Future World Fund</li> <li>Emerging Markets Fund</li> <li>Global Equity Fund</li> </ul>	<a href="http://LGIM.com">LGIM.com</a>
CBRE	<ul style="list-style-type: none"> <li>Global Property</li> </ul>	<a href="http://CBRE.com">CBRE.com</a>

## Investment Managers used by the Fund

Manager	Mandate	Website
JP Morgan	Infrastructure	<a href="http://JPMorgan.com">JPMorgan.com</a>
Stafford Capital	Infrastructure	<a href="http://StaffordCP.com">StaffordCP.com</a>
UBS	UK Property	<a href="http://UBS.com">UBS.com</a>
Churchill Asset Management	Private Debt	<a href="http://ChurchillAM.com">ChurchillAM.com</a>
Permira Credit Solutions	Private Debt	<a href="http://Permira.com">Permira.com</a>
Royal London Asset Management	Index Linked Bonds Multi Asset Credit	<a href="http://RLAM.com">RLAM.com</a>
Russell Investments	Currency Risk Management	<a href="http://RussellInvestments.com">RussellInvestments.com</a>

## Other Service Providers

Other organisations providing services to the Fund		
Service	Provider	Website
Actuary	Hymans Robertson LLP	<a href="http://Hymans.co.uk">Hymans.co.uk</a>
AVC Providers	<ul style="list-style-type: none"><li>• Prudential</li><li>• Standard Life</li></ul>	<a href="http://PrudentialPLC.com">PrudentialPLC.com</a> <a href="http://StandardLife.co.uk">StandardLife.co.uk</a>
Bankers	National Westminster Bank PLC	<a href="http://Natwest.com">Natwest.com</a>
Custodian and Performance Measurement	Northern Trust	<a href="http://NorthernTrust.com">NorthernTrust.com</a>
External Auditors	Ernst and Young LLP	<a href="http://EY.com">EY.com</a>
Investment Advisers	Hymans Robertson LLP	<a href="http://Hymans.co.uk">Hymans.co.uk</a>
Legal Advice	In house	<a href="http://Havering.gov.uk">Havering.gov.uk</a>
Performance Measurement	Pensions & Investment Research Consultants Limited (PIRC)	<a href="http://PIRC.co.uk">PIRC.co.uk</a>
Scheme Administrator	Local Pension Partnership Administration (LPPA)	<a href="http://LPPApensions.co.uk">LPPApensions.co.uk</a>



# Risk Management

## Risk Management Policy

The Administering Authority's policy on risk is to identify and mitigate risks to the Fund both in aggregate and at an individual level. Risks are identified and assessed in line with the Authority's risk management process and are documented within Service Plans.

## Committee Membership

Longevity in Committee membership is encouraged to maintain expertise. The Authority recommends that membership remains static for the elected member's term of office to ensure they are fully trained in pension matters, unless exceptional circumstances necessitate a change. Elected members are governed by the administering authority's code of conduct, which includes a process for declaring conflicts of interest.

## Risk Identification and Management

Risk is identified and managed within the following regularly reviewed statutory documents:

- [Risk register](#)
- [Funding strategy statement](#)
- [Investment strategy statement](#)
- [Governance compliance statement](#)

## Risk Register

The Risk Register identifies the key risks that the Pension Fund may face and the measures in place to mitigate those risks.

Seven key risks have been identified and recorded in the Risk Register, summarised as follows:

- Inaccurate three yearly actuarial valuations, resulting in insufficient funding to meet liabilities
- Incorrect or inappropriate Investment Strategy, leading to failure to meet strategic objectives by not reducing pension deficit
- Failure of investments to perform in line with growth expectations, resulting in potential financial loss
- Failure to comply with legislative requirements, damaging the Authority's reputation and leading to potential litigation
- Inability to manage the Pension Fund and associated services, negatively impacting service provision
- Failure to onboard or exit employers/members, impacting cash flow and leading to possible litigation
- Pension Fund Payment Fraud, damaging the Authority's reputation and leading to potential financial loss

It is recognised that it may not be possible to eliminate all risks but accepting and actively managing risk is crucial to the proper governance of the Fund.

The Risk Register is a 'live' document meaning all risks are continually reviewed to ensure they remain relevant and that controls are in place to manage risks where feasible. The Risk Register is a standing item on the Local Pensions Board (LPB) agenda for consideration and the LPB make recommendations to the Pensions Committee for updates.

This updated Risk Register was agreed by the Pensions Committee at its meeting on the 5 November 2024.

## **Risk Classification**

Risk can be classified into two measurements that need to be assessed to determine the scale of the risk:

- Likelihood – the possibility that a risk will occur
- Impact – the consequences if the risk were to occur

## **Mitigation and Benefits**

Several actions have been identified to enhance mitigations, aiming to reduce the likelihood, impact, and overall risk score.

The benefits of successful risk management include improved financial performance, better service delivery, and enhanced Fund governance and compliance.

## **Investment Risk**

The Fund utilises the services of an external Investment Adviser (Hymans Robertson) for advice on investment matters. The adviser attends quarterly committee meetings where investment performance is reported for the Fund and each individual fund manager.

The Fund Accounts discuss several risks that can affect the value of invested assets, including:

- **Price Risk:** The risk that the value of investments will fluctuate due to changes in market prices.
- **Currency Risk:** The risk that the value of investments will be affected by changes in exchange rates.
- **Interest Rate Risk:** The risk that the value of investments will change due to variations in interest rates.

## **Fund Managers including London CIV**

As a risk management tool, assurance is sought from the fund managers regarding their internal controls by reviewing their audited assurance reports. Any exceptions highlighted by the auditor are evaluated by officers.

## **Governance Risk**

The Fund engages an external Actuary (Hymans Robertson) to provide advice on setting employer contribution rates and bond rates. This support helps mitigate the risk of the Fund not receiving the appropriate income and financial protection.

## **Relationship with the Local Authority**

The Fund acknowledges that certain risks stem from its relationship with the administering authority, particularly where shared policies and resources are involved. To manage these risks, the Fund implements the following measures:

- Risk Assessments: regular risk assessments are conducted to identify potential issues arising from shared arrangements.
- Training and Awareness: Staff are trained to understand and manage risks associated with shared policies and resource
- Contingency Planning: Plans are developed to ensure continuity of operations in the event of disruptions to shared services or resources.

## **Cyber Risk**

As scheme administrator, LPPA places a high priority on data security and the protection of member information. LPPA holds a current Cyber Essentials Certificate and conducts regular penetration testing through a CREST-accredited provider. Any vulnerabilities identified are promptly addressed.

## **Benefits Administration Risks**

Key risks in benefits administration include the need to:

- Maintain accurate member records;
- Benefits are paid correctly and on time;
- Provide timely and accurate pension information.

Specific risk areas include late or incorrect benefit payments, data protection breaches, and non-compliance with disclosure requirements.

Fraud is also a significant concern and is partly mitigated through participation in the National Fraud Initiative (NFI).

Pension scams are an increasing threat. In response, LPPA has signed The Pensions Regulator's Pledge to Combat Pension Scams and issues appropriate communications to members requesting transfer quotes.

Potential consequences of these risks include regulatory fines, reputational damage, negative publicity, and increased audit scrutiny.

## **Third Party Risk**

This includes late contribution payments, inaccurate data submissions and overall performance by scheme employers. To mitigate the risks officers perform monthly monitoring of contributions and data quality.

## **Internal Audit Assurances**

Pension administration services are delegated to Lancashire County Council (LCC), which has appointed Local Pensions Partnership Administration (LPPA) to deliver day-to-day pension administration.

The Council relies on LPPA to provide assurances that risks are being adequately managed. LPPA have provided a copy of their AAF 01/20 Type 2 Report covering the period 1 April 2024 to 31 March 2025. This provides assurances that LPPA delivers services in compliance with the Pension Regulator General Code of Practice and public sector pension's legislation and has robust controls in place for the services provided to Havering Pension Fund.

## **Business Continuity Plan**

Services develop and maintain Business Continuity Plans (BCPs) to address disaster recovery and include contingency measures. The Exchequer & Transactional Services BCP, which supports pension payment services, identifies critical activities whose failure would result in an unacceptable loss of service and outlines measures to minimise risk and disruption.

LPPA provides services to multiple clients who expect well-planned and tested business continuity arrangements. All BCPs require LPPA to inform customers whenever a specific response plan is activated.

The primary aim of BCP arrangements is to minimise disruption to the Pension Service during incidents that interrupt normal service delivery. To achieve this, LPPA conducts business impact analyses, assesses the likelihood and impact of failures, and utilises specific or generic plans to manage critical failures. LPPA collaborates closely with suppliers to ensure their business continuity processes support the organisation in the event of a failure.



The Business Continuity Team comprises key staff who understand all aspects of the business, have decision-making authority, and fully grasp customers' needs and expectations.

All staff are briefed on business continuity arrangements, can be contacted at any time, and are equipped to work remotely.

# Governance and Training

## Governance Arrangements

The Pensions Committee is responsible for setting the Fund's investment strategy and monitoring its performance. In fulfilling these duties, the Committee receives advice from the Administering Authority, Havering and oneSource officers, the Fund's investment adviser, and, where appropriate, the actuary and performance measurement providers.

The Pensions and Treasury team within the Finance department supports the Committee by advising on investment strategy, monitoring fund managers, reviewing management arrangements, and maintaining the Fund's financial records.

The composition of the Pensions Committee at 31 March 2025 reflects the political balance of the Council. Voting membership is structured as follows:

### Labour Group



Cllr Mandy Anderson  
(Chair)

### Conservative Group



Cllr Joshua Chapman



Cllr Viddy Persaud

### Havering Residents' Group



Cllr Stephanie Nunn  
(Vice chair)



Cllr James Glass



Cllr Jacqueline Williams

## Other Members

Trade Union Observer (Non-voting) – Derek Scott (Unison),  
Trade Union Observer (Non-voting) – (Vacant)  
Admitted/Scheduled Body Representative x 1(voting) (Vacant)

## Attendance at Pensions Committee meetings

All Pensions Committee agendas and public minutes can be found on the Authority's website [Havering - Pensions Committee](#). The Committee requires 3 members in attendance to be quorate.

The list of committee members shown in the attendance table differs from the current membership as shown on the [Havering.gov](#) website due to changes in elected representatives during the year. Committee appointments are linked to elected member roles, any changes following elections or council decisions are reflected in the committee's composition over time.

**Table: Committee attendance 2024/25**

Pension Committee	25/06/24	01/10/24	05/11/24	10/12/24	18/03/25
Councillor Mandy Anderson	✓	x	✓	✓	x
Councillor Joshua Chapman	✓	x	x	✓	x
Councillor James Glass	x	x	✓	x	x
Council Stephanie Nunn	✓	✓	xS1	x	✓
Councillor Viddy Persaud	✓	✓	✓	✓	xS2
Councillor Jacqueline Williams	✓	✓	✓	✓	✓
Trade Union Observer - Derek Scott	✓	x	x	x	x
Trade union observer (vacant)					
Employer Representative (vacant)					

V Joined virtually

xS1 Apologies, sent substitute member Cllr Robby Misir

xS2 Apologies, sent substitute member Cllr Dilip Patel

## The Functions delegated to the Pensions Committee

### Pension fund

- To consider and agree the investment strategy and statement of investment principles for the pension fund and subsequently monitor and review performance.

### Advisers and investment managers

- Authorise staff to invite tenders and to award contracts to actuaries, advisers and fund managers and in respect of other related investment matters.
- To appoint and review the performance of advisers and investment managers for pension fund investments.

### Other Non-executive matters

- To take decisions on those matters not to be the responsibility of the Executive under the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 relating to those matters concerning the Local Government Pension Scheme.

## Summary of Work Undertaken by Pensions Committee in 2024/25

**Equity Review:** An equity review was conducted to ensure appropriate allocation for the Fund, resulting in:

- -2.5% allocation to active equities
- +2.5% allocation to passive equities

**Cash Policy Review:** The cash policy was reviewed and surplus cash balances were deployed to underweight asset classes:-

- +1.3% to bonds
- +2.7% to index linked bonds

**Global Real Estate Management:** The Fund engaged London CIV to transfer management of the CBRE Indirect Real Estate to their care, benefiting from savings achieved through economies of scale.

**Governments Pension Investment Review:** The Fund is working very closely with the London CIV to progress the transition of the remaining assets onto the London CIV platform to meet the 31 March 2026 deadline set by the Governments Pension Investment Review.

The Fund paid £14m of committed capital for the Private Debt and Infrastructure mandates during the year to 31 March 2025. Leaving a balance of £37m still to be deployed.

**Climate Considerations:** The Fund completed its annual collection and analysis of climate metrics in line with Fund's Climate Action Plan/Risk Policy and the Task Force on Climate-Related Financial Disclosures ("TCFD") framework, concluding in the publication of its latest report

### The Functions of the Local Pension Board

- Assist the Administering Authority as Scheme Manager; –
  - securing compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme and any statutory pension scheme that is connected with it;
  - securing compliance with requirements imposed in relation to the scheme and any connected scheme by the Pensions Regulator;
  - such other matters as the scheme regulations may specify.

The Board consists of 3 Scheme employer representatives and 3 scheme member representatives.

Employer representatives	Scheme Member representatives
Andrew Frater Empower Learning Academy Trust	Mark Holder
Clea Holmes Success for All Education Trust	Yasmin Ramjohn
Joanne Sladen Hornchurch Academy Trust	Dionne Weekes

**Independent Chair:** Jonathan Bunt

**Attendance at Local Pension Board meetings:**

All Local Pension Board agendas and public minutes can be found on the Authority's website [Havering - Local Pension Board](#)

**Table: Local Pension Board attendance 2024/25**

Board Member	04/06/24	17/09/24	03/12/24
Jonathon Bunt	✓	✓	✓
Denise Broom*	A	n/a	n/a
Clea Holmes**	n/a	✓	✓
Andrew Frater	✓	A	✓
Mark Holder	✓	✓	✓
Yasmin Ramjohn	✓	✓	✓
Joanne Sladen	A	✓	✓
Dionne Weekes	✓	✓	x

\* Denise resigned from the Board following the June meeting

\*\*Clea Holmes joined the Local Pension Board at the September meeting

A – apologies received

The Local Pension Board produces a separate annual report setting out the work undertaken [Havering LGPS Pension Administration](#)

### **Conflicts of Interest**

The Fund has a detailed Conflict of Interest Policy that outlines how conflicts should be managed. This policy ensures that all members of the Pension Board are aware of their duty to act independently and uphold high ethical standards.

Members of the Pension Board are required to declare any personal or financial interests that could potentially conflict with their responsibilities. These declarations are reviewed regularly to ensure transparency.

Regular training sessions are conducted to ensure that all board members understand what constitutes a conflict of interest and how to manage it. This helps in maintaining a high level of awareness and compliance.

Any identified conflicts of interest are documented and monitored. The Fund maintains records of all declared interests and the actions taken to manage them. This information is included in annual reports to ensure accountability.

The Fund complies with the Local Government Pension Scheme Regulations and the Public Service Pensions Act, which set out legal requirements for managing conflicts of interest.

The Fund adopts a [Business Plan/Report](#), outlining the work undertaken by the Pensions Committee during 2024/25, as well as the planned activities of work the year ahead and beyond. This document also includes a Training and Development Plan, which is aligned with the topics covered at Committee meetings to ensure members receive relevant and timely learning opportunities.

## Freedom of Information Requests

Subject of enquiry	No of requests
Annual Reports	1
Hedge Funds, Investments, Net Returns	1
Maersk Exposure	1
Market Values, Companies Invested In	1
Pensions as a % of council Tax	1
Private Equity, Venture Capital, Commitments	4
Shares, Investment Funds/Portfolio	1
Transfers Out	1
Military and Defence, direct / indirect investments	1
<b>Grand Total</b>	<b>12</b>

## Knowledge and Skills Framework

The new single Code of Practice, replacing TPR Code No.14, came into force on 28 March 2024. It requires members of the Pension Committee and Local Pension Board members to demonstrate an appropriate level of knowledge and understanding to effectively carry out their roles.

The London Borough of Havering Pension Fund supports the CIPFA's Knowledge and Skills Code and has adopted the updated framework as part of its training programme. In line with the Council's constitution, Pension Committee members must complete training within six months of their appointment. Failure to do so disqualifies them from participating in decision-making. To maintain continuity and expertise, long-term membership is encouraged, and the Council recommends that PC membership remains unchanged for the duration of the term, except in exceptional circumstances.

To meet the "qualitative test" under MiFID II, the committee must demonstrate sufficient expertise, experience, and knowledge. Investment Firms assess these criteria to ensure the Committee can make informed investment decisions and understand associated risks before granting professional client status. All election requests from existing investment service providers have been approved.

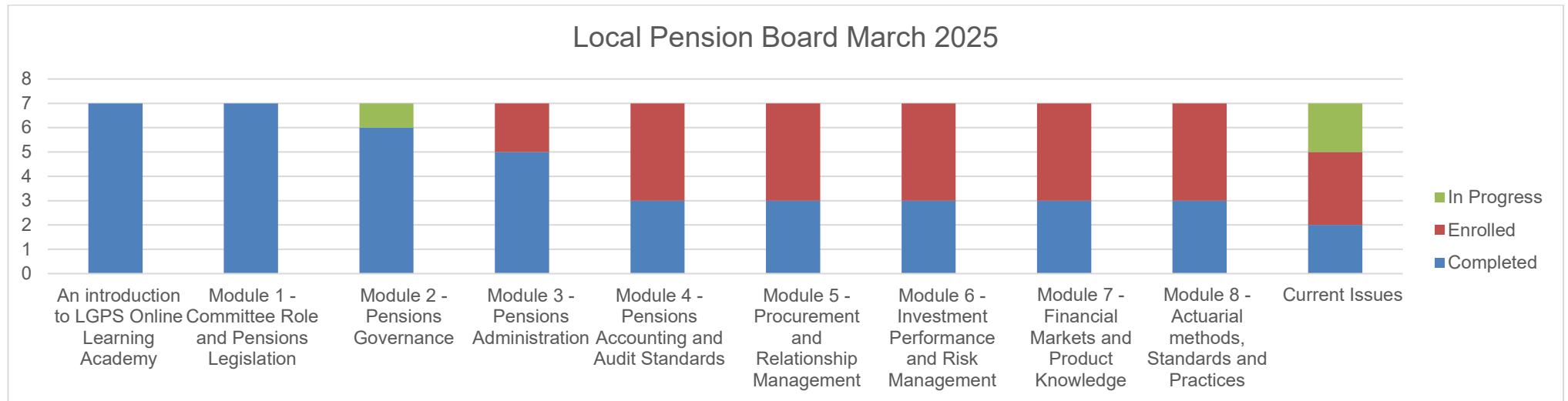
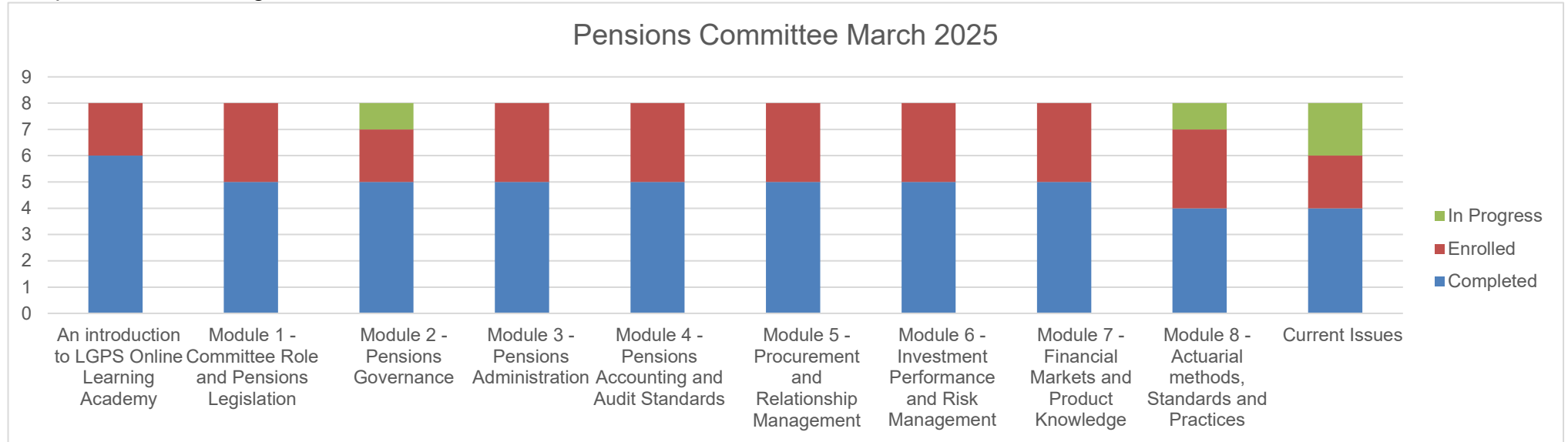
A training budget of £10,000 has been agreed, subject to annual review. All training costs are met by the Pension Fund.

**PENSION COMMITTEE TRAINING 2024/25**

<b>Date</b>	<b>Good Governance/CIPFA Framework category</b>		<b>Topic</b>	<b>Attended By</b>	<b>Duration</b>
2024/25 Committee Dates	ALL	ALL	Various – see Appendix A of the <a href="#">Business Plan</a>	Pensions Committee	9 hours 15 minutes
25 June 2024	Governance	Management Accounting	Havering Pension Fund Accounts 2024/25	Cllr Mandy Anderson (Chair) Cllr Stephanie Nunn Cllr Jacqueline Williams Cllr Joshua Chapman	30 minutes
31 October 2024	ALL	ALL	New member induction	Cllr Robby Misir	1 hour



The Fund also subscribes to Hymans' LGPS Online Learning Academy. Members of the Pension Committee and Local Pension Board have completed the following modules.



# Financial Performance

The Pensions Committee is supported by the Administering Authority's Finance and Administration services. The associated costs are reimbursed to the Administering Authority by the Fund. The costs are included within the Management expenses as reported in the Pension Fund Statement of Accounts. Medium term estimates for management costs, as set out in the Business Plan, are detailed later in this report.

## Pensions Administration

The Pensions Administration is delivered through a delegated arrangement and is supplied by Local Pensions Partnership Administration (LPPA), a joint venture between Lancashire County Council and London Pensions Fund Authority.

Pensions Administration also includes a post for the Projects and Contracts Manager, who is responsible for the monitoring of the pension's administration contract and ad hoc projects.

## Accountancy and Investment support

The Pensions team within Finance Service supports the Pension Fund and consists of 2.4 full time equivalent posts (3 officers). The team ensures that committee members receive advice on investment strategy and the monitoring of fund managers. They are also responsible for accounting for the Fund's activities and addressing other relevant matters.

In line with the Chartered Institute of Public Finance & Accountancy (CIPFA) LGPS guidance on management costs, management expenses are shown split between three cost categories as follows:

## Administrative Expenses

Includes all staff costs associated with Pensions Administration, including Payroll.

	<b>2024/25 Estimate £000</b>	<b>2024/25 Actual £000</b>	<b>Variance £000</b>	<b>Variance %</b>
Administration & Processing	908	996	88	10
Other Fees (Levies)	16	8	(8)	(50)
Other Costs (interest)	125	-	(125)	(100)
<b>TOTAL</b>	<b>1,049</b>	<b>1,004</b>	<b>(45)</b>	<b>(4)</b>

- Administration & processing costs include the Pension Administration Contract LPPA, Project & Contract manager, payroll & legal charges and ad hoc project costs.
- Increase in interest payments costs have been moved to leavers costs

### **Investment Management Expenses**

Includes expenses incurred in relation to the management of Fund assets.

	<b>2024/25 Estimate £000</b>	<b>2024/25 Actual £000</b>	<b>Variance £000</b>	<b>Variance %</b>
Fund Manager Fees	4,000	3,606	(394)	(10)
Performance Related Fees	160	32	(128)	(80)
Transaction costs	335	597	262	78
Custodian Fees	35	29	(6)	(17)
<b>TOTAL</b>	<b>4,530</b>	<b>4,264</b>	<b>(266)</b>	<b>(6)</b>

- Fees are calculated based on market values under management and therefore increase or reduce as the value of investments change.

### **Oversight and Governance**

This category captures all costs that fall outside of the other two categories and include legal, advisory, actuarial and training costs. Staff costs associated with the financial reporting and support services to the Committee are included here.

	<b>2024/25 Estimate £000</b>	<b>2024/25 Actual £000</b>	<b>Variance £000</b>	<b>Variance %</b>
Financial Services	240	194	(46)	(19)
Actuarial Fees	60	35	(25)	(42)
Audit Fees	90	114	24	27
Member Training (inc. LPB)	10	15	5	50
Advisor Fees	80	110	30	38
London CIV	100	97	(3)	(3)
Local Pension Board	10	9	(1)	(10)
Pensions Committee	40	27	(13)	(33)
Performance Measurement services	45	54	9	20
Other Fees	16	17	1	6
<b>TOTAL</b>	<b>691</b>	<b>672</b>	<b>(19)</b>	<b>(3)</b>

- Audits delays have meant that some charges from earlier years were calculated and approved by the PSAA. Increases are due to increased testing to meet new audit requirements

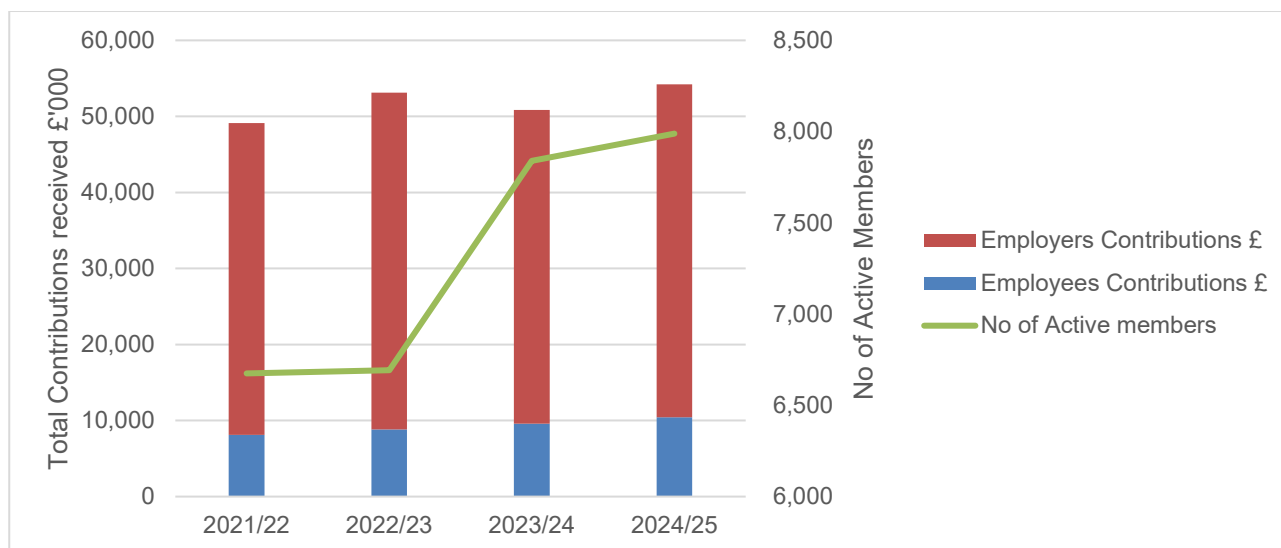
### **Total Management Expenses**

	<b>2024/25 Estimate £000</b>	<b>2024/25 Actual £000</b>	<b>Variance £000</b>	<b>Variance %</b>
<b>OVERALL MANAGEMENT EXPENSES TOTAL</b>	<b>6,270</b>	<b>5,940</b>	<b>(330)</b>	<b>(5)</b>

## Analysis of Major Categories of Income and Expenditure

### Contributions

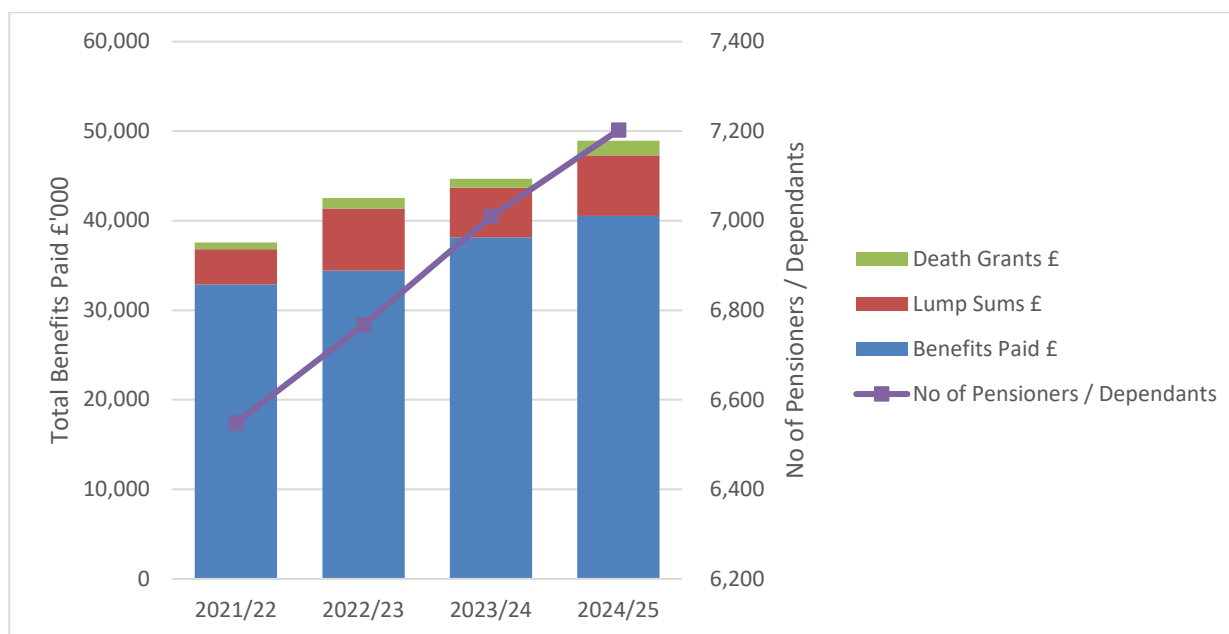
	2021/22	2022/23	2023/24	2024/25
Employees Contributions £	8,111	8,831	9,610	10,440
Employers Contributions £	41,001	44,280	41,250	43,762
No of Active members	6,675	6,692	7,840	7,989



In 2023/24, the Council made the decision to cease paying voluntary contributions on agency expenses. This policy change contributed to a modest decline in the total contributions collected during the year. Additionally, the number of active members saw a slight increase, which was largely due to a backlog of leaver forms that had accumulated while the scheme administrator, LPP, transitioned to a new software provider. This temporary inflation in membership figures reflects an administrative delay rather than a genuine growth in scheme participation.

## Benefits Paid

	2021/22	2022/23	2023/24	2024/25
Benefits Paid £	32,880	34,423	38,121	40,540
Lump Sums £	3,923	6,946	5,561	6,746
Death Grants £	748	1,161	1,014	1,652
No of Pensioners / Dependants	6,548	6,767	7,009	7,202



As a maturing pension scheme, we continue to see a steady increase in the number of pensioners and dependants, which naturally leads to a rise in the total benefits paid each year. This trend reflects the demographic shift within the scheme as more members reach retirement age.

Annual pension increases are linked to the Consumer Prices Index (CPI), as determined by HM Treasury. These adjustments are designed to preserve the purchasing power of pensions in line with inflation, ensuring that members' benefits remain adequate in the face of rising living costs.

## Per member inflow and outflow analysis

	2021/22	2022/23	2023/24	2024/25
Inflows <b>£000</b>	53,316	56,140	57,182	59,074
Active members <b>No #</b>	6,675	6,692	7,840	7,989
Inflow per active member <b>£</b>	7,987	8,389	7,294	7,394
Year on year movement <b>%</b>	-2%	5%	-13%	1%

Outflows <b>£000</b>	42,169	46,438	49,157	55,136
Pensioners and dependants <b>No #</b>	6,548	6,767	7,009	7,202
Outflow per pension member <b>£</b>	6,440	6,862	7,013	7,656
Year on year movement <b>%</b>	-51%	7%	2%	9%

## Significant changes to non-investment assets

2023/24 £000		2024/25 £000	Variance %
24,163	Cash deposit with LB Havering	16,163	-67%

£10m previously held with LBH treasury was withdrawn and reallocated to our fund investment managers as part of a portfolio rebalancing exercise.

**Table: age profile of members as at 31 March 2025**

Age band	Active	Beneficiary	Deferred	Pensioner	Total
11-15	-	7	-	-	7
16-20	97	9	17	-	123
21-25	310	5	137	-	452
26-30	435	1	342	-	778
31-35	617	1	540	-	1,158
36-40	853	3	764	-	1,620
41-45	1,169	4	897	-	2,070
46-50	1,137	6	1,012	5	2,160
51-55	1,193	17	1,368	24	2,602
55-60	1,151	44	1,368	367	2,930
6-10	-	7	-	-	7
61-65	791	52	751	927	2,521
66-70	200	75	191	1,474	1,940
71-75	34	121	50	1,292	1,497
76-80	1	149	4	1,085	1,239
81-85	-	152	2	598	752
86-90	1	139	-	351	491
91-95	-	76	-	145	221
96-100	-	22	-	34	56
101-105	-	1	-	9	10
<b>Total</b>	<b>7,989</b>	<b>891</b>	<b>7,443</b>	<b>6,311</b>	<b>22,634</b>

## Cash Flow Management

Effective cash flow management is vital to the smooth operation of the pension scheme, ensuring the Fund can consistently meet its benefit payment obligations. The Fund's working cash flows are closely monitored, with monthly updates provided to the Section 151 Officer and quarterly reports submitted to the Pensions Committee.

The table below highlights operational cash flows. While there is a notable decline in available operational cash, it is important to note that this forecast does not include investment income, which when combined with contributions from scheme employees and employers, is more than sufficient to cover the Fund's commitments. Further information regarding investment income is available in Note 11 of the Statement of Accounts.

	ACTUALS	FORECAST		
	Year to 31/03/2025 £000	Year to 31/03/2026 £000	Year to 31/03/2027 £000	Year to 31/03/2028 £000
Balance b/f	24,276	16,360	15,213	830
Benefits paid	(34,584)	(35,275)	(35,981)	(36,700)
BACS expenses*	(13,337)	(13,604)	(13,876)	(14,153)
Lump sums by faster payment	(3,935)	(3,935)	(3,935)	(3,935)
Transfers in	4,895	4,900	4,900	4,900
Contributions received**	47,329	46,276	34,109	34,170
Pension strain	291	291	300	300
Interest	0	200	100	100
Transferred LBH for treasury investment	1,425	-	-	-
Transfer to Northern Trust for asset investment	(10,000)	-	-	-
<b>Balance c/f</b>	<b>16,360</b>	<b>15,213</b>	<b>830</b>	<b>(14,488)</b>

\* BACS expenses includes some grants ie lump sums made to members

\*\* Contributions received from LBH are net of pension payroll deductions (eg HMRC)



## Contributions to the Fund

Employees pay a tiered contribution based on actual pensionable pay between 5.5% and 12.5%, or half this rate for 50/50 section members.

**Table: 2024/25 Employee contribution rates**

Band	Actual Gross Pensionable Pay for an employment	Contribution Rate for that employment	
		Main Section	50/50 Section
	£	%	%
1	Up to 17,600	5.50	2.75
2	17,601 to 27,600	5.80	2.90
3	27,601 to 44,900	6.50	3.25
4	44,901 to 56,800	6.80	3.40
5	56,801 to 79,700	8.50	4.25
6	79,701 to 112,900	9.90	4.95
7	112,901 to 133,100	10.50	5.25
8	133,101 to 199,700	11.40	5.70
9	199,701 or more	12.50	6.25

The Fund's Actuary is required to assess the solvency of the Fund at least once every three years. This valuation considers both the overall funding position and the position of each individual employer within the Fund.

Details of the financial and demographic assumptions used in the most recent valuation are available in the [2022 Valuation Report](#), which can be accessed via the Havering Pension Fund page on the Authority's website.

**Table: Employer contribution rates**

Year	Employers Contribution Rates (% of pensionable pay)
2023/24	Range from NIL to 41%
2024/25	Range from NIL to 41%
2025/26	Range from NIL to 41%

Contributions by employers with external payrolls is monitored on a monthly basis by the Havering Pensions Administration Team. The Authority receives a breakdown of individual employee and employer contributions, which is reconciled against the receipts.

New employers receive written guidance and confirmation of the relevant timescales for making payments. Before joining the scheme, they are informed of the applicable employer contribution rate and, if appropriate, the required bond level.

Employers admitted before 1 January 2024 had to purchase a bond or provide a guarantee to protect the Fund against default payments. There are currently 14 active admitted bodies in the fund. From 1 January 2024, new admissions will operate on a pass-through basis, where the letting authority retains most of the risk, eliminating the need for a bond or guarantor. Details are available in the Admissions Policy and Funding Strategy Statement on the Havering website.

Pension overpayments, recoveries, and amounts written off, including results from the biennial National Fraud Initiative, are regularly reviewed.

**Table: Overpayment recovery analysis**

Year debt raised	Amount of debt raised £	Debt collected £	Debt outstanding £
2019/20	23,608	18,125	5,474
2020/21	26,495	9,503	16,992
2021/22*	34,915	4,237	30,678
2022/23	16,420	5,468	10,952
2023/24	23,311	12,313	10,998
2024/25	29,785	18,617	11,168

\* Mortality screening identified a number of pensions in payment in respect of deceased members. This led to a number of backdated overpayments where invoices have been issued to the next of kin's last known address. As these are historic cases, the contact information is sometimes out of date and recovery is proving difficult.

The [Overpayment Recovery Policy](#) allows for the automatic write-off of pension overpayments under £250 net following the death of a pensioner or dependent member, provided no ongoing dependent pension is payable.

The total debt automatically written off during 2024/25, in line with the policy, was £6,284.83 (£1,529.98 in 2023/24) covering 72 different cases (19 in 2023/24), which is an average of £87.29 per case (£80.53 in 2023/24), and for the first time since the policy was introduced, falls above the expected average of £5,000 per annum. The increase is due to a number of cases completed during this reporting year where the death occurred in a previous year.

Every 2 years the Authority participates in the National Fraud Initiative (NFI) to identify deceased LGPS members and unknown pension abatements. The latest NFI exercise was in September 2023. Additionally, LPPA uses the 'Tell Us Once' service, monitored daily, and conducts monthly mortality screenings.

**Table: Late Contributions**

Year	No of late contributions	No of employers making late contributions
2022/23	9	4
2023/24	11	6
2024/25	11	4

None of the late contribution receipts were deemed material; therefore, no charges were applied.

The fund has a range of Administration policies, including the Charging Policy which can be accessed via the following link: [LGPS Pension Administration | London Borough of Havering](#)

## Fund Account, Net Asset Statement and Notes

The Pension Fund Statement of Accounts has been intentionally omitted pending the completion of the external audit. Once the audit is finalised, the relevant content will be reviewed and published accordingly. We appreciate your understanding and patience.

[Draft Pension Fund Accounts can be viewed in the Council's accounts, click here to view](#)

# Investments and Funding

## **Investment Strategy Statement (ISS) in practice and how it links to the Funding Strategy Statement (FSS).**

We continue to invest the Fund's assets in line with the Strategic Asset Allocation and the goals set out in the Investment Strategy Statement (ISS). The ISS outlines how we manage investments and should be read alongside the Funding Strategy Statement (FSS), which sets out our overall approach to meeting the Fund's pension obligations as they fall due.

## **Investment Management Arrangements**

The Pensions Committee is responsible for directing the Fund's Investment Strategy and overseeing its implementation. It publishes policies covering various aspects of investment management to ensure transparency and accountability.

The Investment Strategy Statement (ISS) sets out the London Borough of Havering's investment policies for the Pension Fund. The primary objective is to invest Fund assets in a manner that secures member benefits under the Local Government Pension Scheme (LGPS). The Fund's investment approach is designed to:

- Optimise returns with acceptable levels of risk;
- Ensure sufficient resources are available to meet liabilities;
- Ensure asset suitability in line with the Fund's long-term needs.

The Committee has established a strategic asset allocation benchmark to balance long-term returns with market volatility and risk, considering the Fund's liabilities and maturity profile. This strategy aligns with the Fund Actuary's view that the current funding policy is consistent with the investment strategy, incorporating prudent assumptions for future returns.

The Fund's investment strategy and funding position are reviewed at least every three years, or more frequently if required, following actuarial valuations. The Committee's Statement of Investment Beliefs, embedded within the ISS, strengthens governance by providing a clear framework for investment decision-making and guiding the development of the ISS.

## **How has the Fund implemented the policy on pooling**

The pooling of LGPS investment assets is an ongoing exercise, we expect to meet the Governments pooling deadline of 31 March 2026. In January 2025 the Section 151 Officer signed an investment management agreement with London CIV to take over the management of the CBRE Property portfolio.

## **Responsible Investment**

Investment Beliefs:

The Fund's investment beliefs place a strong emphasis on sustainable and responsible investment practices. These beliefs guide the selection, monitoring, and evaluation of investment managers and strategies, ensuring alignment with the Fund's long-term objectives and Environmental, Social, and Governance (ESG) principles.

## **Key Policies and Frameworks**

### [Investment Strategy Statement \(ISS\):](#)

The ISS outlines the Fund's commitment to integrating ESG considerations into its investment decisions. It recognises responsible investment as a key tool for managing long-term risks and generating sustainable returns.

### [Funding Strategy Statement \(FSS\):](#)

The FSS complements the ISS by ensuring that investment return assumptions are set prudently, supporting the Fund's long-term funding objectives and regulatory requirements.

### [Climate Risk Policy and Action Plan:](#)

This policy sets out the Fund's commitment to achieving net-zero carbon emissions by 2050. It outlines the steps being taken to assess, manage, and reduce climate-related risks across the investment portfolio.

### [Taskforce for Climate-Related Financial Disclosures \(TCFD\):](#)

The Fund has adopted the TCFD framework voluntarily to enhance transparency around climate-related financial risks and opportunities. This approach supports broader ESG goals and reinforces the Fund's commitment to responsible investment.

## **Compliance with Investment Principles and Codes of Practice**

The Pensions Committee has implemented a range of measures to ensure compliance with established investment principles and relevant codes of practice. These include:

### [Investment Strategy Statement \(ISS\):](#)

The Committee maintains and regularly updates the ISS, which outlines the Fund's investment objectives, strategy, and policies. This document serves as a cornerstone for governance and investment decision-making.

### [Climate Risk Policy and Action Plan:](#)

Climate-related risks are systematically integrated into the Fund's investment strategy. This includes assessing potential impacts and adjusting the portfolio to mitigate long-term climate risks.

## **Stewardship and Engagement:**

The Fund actively engages with investment managers and companies to promote responsible business practices. Although not a signatory of the UK Stewardship Code, the Fund monitors signatories and collaborates with industry initiatives to enhance stewardship efforts.

## **Collaborations:**

The Fund collaborates with the Local Authority Pension Fund Forum (LAPFF) to promote responsible investment and strong corporate governance.

## **Regular Monitoring and Reporting:**

Investment performance is reviewed regularly to ensure the strategy remains aligned with the Fund's objectives and risk appetite.

### Training and Development:

Members of the Pensions Committee and Local Pension Board receive ongoing training to stay informed about regulatory developments and best practices, supporting effective governance and decision-making.

### Asset Allocation

The Committee adopted an updated Investment Strategy Statement (ISS) on 12 September 2023. You can access the agenda and meeting pack [here](#).

The table below shows the planned asset allocation and any changes in asset allocations:

**Table: Strategic Asset Allocation**

Asset class	Manager	Benchmark Proportion %	Actual Allocation at 31/03/2025
<b>Growth</b>			
Global Equity	LGIM	5	4.4%
Multi-Factor Equity	LGIM	10	13.7%
Emerging Market Equity	LGIM	5	4.2%
Passive Equity Progressive Paris Aligned Equity	LCIV	5	5.9%
Global Alpha Growth Paris Aligned Equity	LCIV	15	13.6%
Absolute Return	LCIV	12.5	12.8%
<b>Total Growth</b>		<b>52.5</b>	<b>54.6%</b>
<b>Income</b>			
UK Property	UBS	6	5.1%
Global Property	CBRE	4	3.2%
<b>Total Property</b>		<b>10</b>	<b>8.3%</b>
Infrastructure	Stafford	3.5	4.4%
Infrastructure	JP Morgan	5.5	5.0%
Renewable Infrastructure	LCIV	3.5	1.8%
<b>Total Infrastructure</b>		<b>12.5</b>	<b>11.2%</b>
Multi Asset Credit	Royal London	7.5	7.2%
Investment Grade Credit	LCIV	5	4.8%
Private Debt	Churchill	3	2.9%
Private Debt	Permira	4.5	4.8%
<b>Total Bonds</b>		<b>20</b>	<b>19.7%</b>
<b>Protection</b>			
Index Linked Gilts	Royal London	5	4.6%
Cash and Equivalentents		-	1.6%
<b>Total Gilts</b>		<b>5</b>	<b>6.1%</b>
<b>Total</b>		<b>100</b>	<b>100.0%</b>

Short-term performance variations across asset classes and fund managers may lead to deviations from the Fund's strategic asset allocation benchmarks.

In accordance with the Investment Strategy Statement (ISS), if any asset class deviates by 5% or more from its target allocation, the Fund will be rebalanced to bring the allocation back within 2.5% of the strategic benchmark. However, in exceptional circumstances—such as periods of significant market volatility or when dealing costs are prohibitively high—the Committee may temporarily suspend rebalancing activity.

### **Current Underweight Positions and Impact on Allocation**

- Multi Asset – Private Debt

The current underweight position in this asset class is due to two funds being in their repayment phase, during which capital is being returned rather than actively deployed.

- Infrastructure

The underweight position in infrastructure is attributed to uncalled capital commitments, which are expected to be drawn down over time as suitable investment opportunities arise.

As a result of these underweights, the Fund's equity holdings currently appear inflated relative to the strategic benchmark. This is a temporary effect and will be corrected over time as capital is deployed into the underweight asset classes.

### **Investment Administration and Custody**

Northern Trust, the Fund's appointed custodian, is responsible for the safekeeping of assets. Their duties include:

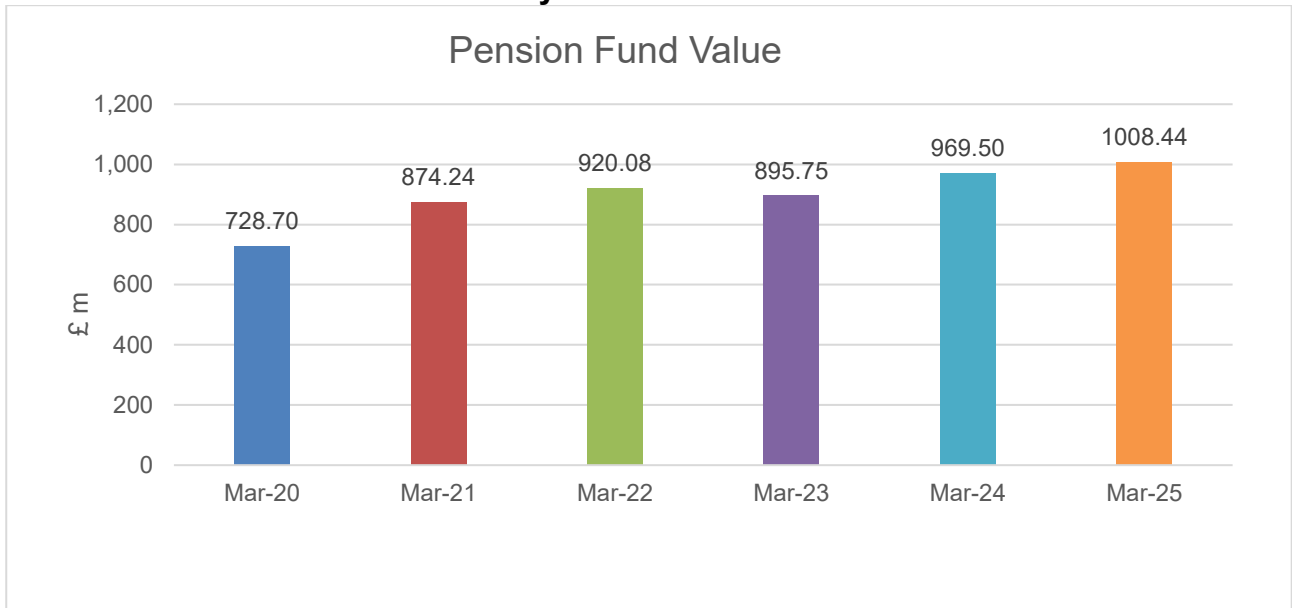
- Maintaining accurate records and certificates of stock ownership
- Ensuring the receipt of dividend income and other distributions
- Providing investment accounting and reporting services
- Tracking book costs and market valuations

Fund manager performance is monitored and reported to the Pensions Committee on a quarterly basis. Each fund manager is invited to attend a Committee meeting approximately every two years, based on the number of managers and the quarterly meeting cycle. Additional meetings may be arranged if specific performance concerns arise.

Investment advisers attend Committee meetings and provide a comprehensive Investment Performance Report, which includes detailed market commentary and analysis to support informed decision-making.



**Chart: Fund value over the last six years:**



## Performance Measurement

Northern Trust provides comparative performance statistics for the Fund, measuring it against both tactical and strategic benchmarks.

**Table: 2024/25 Fund Manager performance against benchmark**

Fund Manager	Return (Performance) %	Benchmark %	Performance vs benchmark %
<b>Havering Pension Fund</b>	<b>3.64</b>	<b>-6.25</b>	<b>9.90</b>
<b>Equities Passive: Passive equities BM</b>	2.54	5.19	-2.65
LGIM Emerging Markets	8.26	10.14	-1.88
LGIM Future World Fund	2.52	5.19	-2.65
LCIV Passive Equity Progressive Paris Aligned Fund	4.62	5.62	-1.00
LGIM Global Equity	4.91	5.46	-0.55
<b>Equities Active MSCI All Country World</b>	<b>-1.01</b>	4.76	<b>-5.77</b>
LCIV Global Alpha Paris Aligned Fund	<b>-1.01</b>	4.76	<b>-5.77</b>
<b>Multi Asset: SONIA Index +4%</b>	3.59	9.09	<b>-5.50</b>
LCIV Absolute Return Fund	3.59	9.09	<b>-5.50</b>
<b>Property: UK CPI +5%</b>	2.38	6.92	<b>-4.54</b>
CBRE	<b>-3.60</b>	7.63	<b>-11.24</b>
UBS	6.38	6.43	-0.04
<b>Infrastructure: UK CPI +5%</b>	1.66	7.63	<b>-5.98</b>
JP Morgan	4.20	7.63	<b>-3.43</b>
LCIV Renewable Infrastructure	-3.41	7.63	<b>-11.05</b>
Stafford SISF II	-3.56	7.63	<b>-11.20</b>
Stafford SISF IV	5.51	7.63	<b>-2.12</b>
<b>Bonds &amp; Cash: SONIA Index +4%</b>	4.98	3.54	1.44
Churchill II	7.54	9.09	<b>-1.55</b>
Churchill IV	7.99	9.09	<b>-1.10</b>
LCIV Global Bond Fund	5.57	4.84	0.73
Permira IV	7.59	9.09	<b>-1.50</b>
Permira V	9.91	9.09	0.82
Royal London Index Linked*	-	-	-
Royal London MAC*	-	-	-
<b>Cash: SONIA Index</b>	0.87	-	0.87
Cash	0.70	5.09	<b>-4.40</b>

\* To improve performance monitoring, the Royal London mandate was separated. As a result, performance data for one-year and longer time horizons is currently unavailable.

## Pensions & Investment Research Consultants Ltd

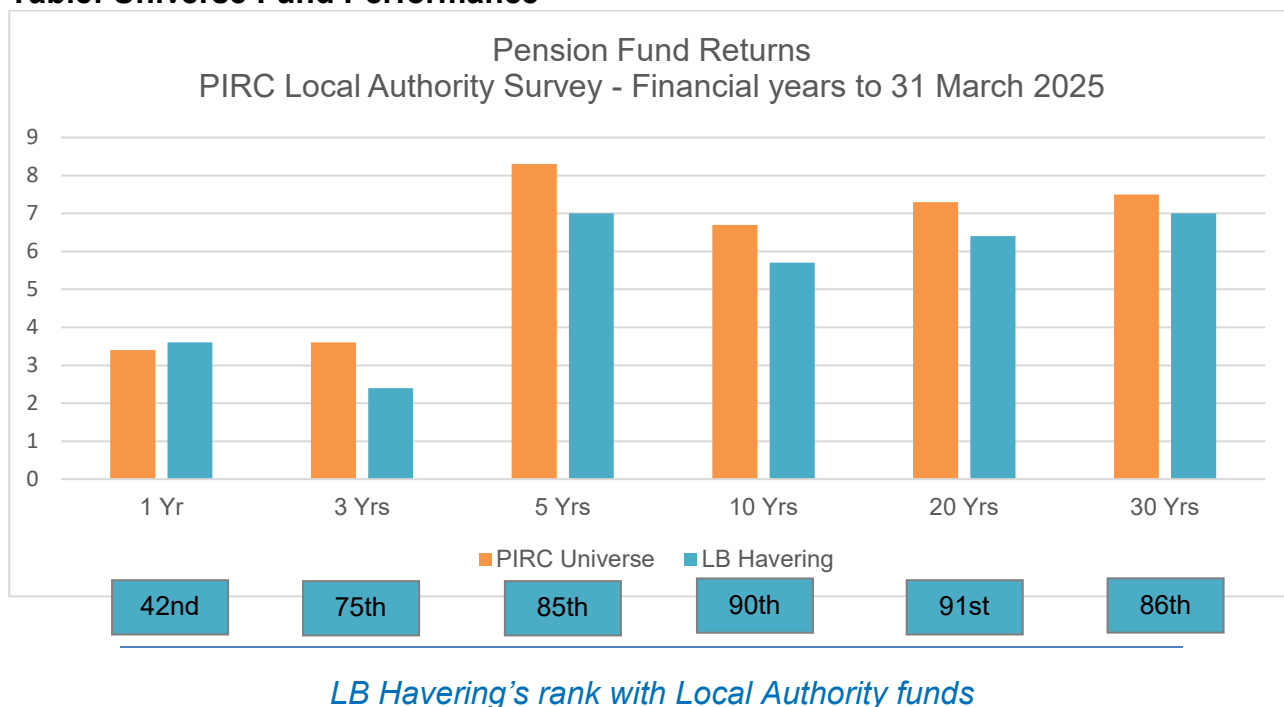
The Fund uses the services of Pensions & Investment Research Consultants Ltd (PIRC) to obtain comparative analysis against other Local Government Pension Scheme (LGPS) funds through the PIRC Local Authority Universe.

While the Fund does not use PIRC universe benchmarks to formally measure performance, the data serves as a useful comparison tool to provide broader context and insight.

It is important to note that the PIRC league tables focus solely on returns and do not account for risk or risk-adjusted performance. As a result, comparisons between funds—each with different investment strategies and risk profiles—may not be like-for-like. This limitation should be considered when interpreting relative rankings.

As of March 2025, the PIRC Local Authority Universe comprised 62 LGPS funds with a combined value of £275 billion.

**Table: Universe Fund Performance**



**Table: Universe asset allocations as at March 2025**

Universe Data	Average Allocation %	Havering Allocation %	Average Return %	Havering Return %	Havering Percentile Ranking
Equities	49	41	3.8	2.5	70
Bonds/Credit	18	16	1.4	3.3	47
Infrastructure	8	11	3.7	2.0	70
Diversified Growth	2	13	3.2	3.6	60
Private debt	4	8	7.0	8.5	17
Property	8	8	3.4	2.4	70
Cash	3	3	n/a	n/a	n/a

### PIRC Universe Summary

#### Last 12 months:

- The average fund delivered a return of 3.4% in the latest year.
- Asset class results were in a very tight band and the range of results was much narrower than usual.
- In what is becoming a trend, active equity managers again performed poorly.
- All funds failed to achieve benchmark performance.
- Longer term results remain well ahead of inflation and funds' actuarial assumptions.

- Despite the modest returns delivered, holding equities had a positive impact on performance.
- Holding government bonds, particularly Index Linked had a strong negative drag.
- Diversified bond investments performed relatively well delivering returns in excess of equities.
- Most alternative investments delivered below benchmark returns.
- After two years of negative results property returns were positive, albeit modest.

### **Asset Allocation**

- Whilst reduced over the last decade, equities remain by far the largest component of almost every fund.
- There has been only modest high level change to asset structure over the last 8 years. The change has come instead within the major asset classes as funds continue to diversify into ever more asset types and portfolios.
- It is becoming increasingly difficult to understand what funds are trying to achieve from the diversification and how to quantify its success.

### **PIRC Havering Summary**

- The Fund return of 3.6% was above average for the year and ranked in the 42nd percentile.
- Better than average bond results were offset by lower than average equity performance.
- In a year where most assets delivered broadly similar returns, asset allocation had less impact than usual.
- Over the last five years, the Fund experienced a lower than average level of volatility than many of its peers but has delivered a substantially lower than average return.

### **Comments on Fund performance from the Fund's Investment Advisors**

The overriding investment objective for the Fund is to deliver consistent year-on-year returns to support an affordable and stable level of contributions for the longer term.

The current funding approach implies a target investment return of 3.5% p.a. (as stated in the latest actuarial valuation date as at 31 March 2022). This target investment return is a slight increase from the 3.3% p.a. stated in the previous actuarial valuation (as at 31 March 2019).

Over the 12-month period to 31 March 2025, the Fund delivered a positive return of 3.6% which was ahead of the strategic benchmark, albeit behind the Fund's tactical benchmark. Over periods of 3 years and 5 years to 31 March 2025, the Fund experienced positive asset growth, with investment returns of 2.4% p.a. and 7.0% p.a. respectively. These returns remain ahead of the Fund's strategic benchmark, with the Fund therefore demonstrating long-term performance which remains sufficient to support affordable and stable levels of contributions.

The positive investment performance (in absolute terms) over the 12-month period was primarily driven by the Fund's passive equity allocation, as well as positive contributions from credit allocations. Over the year global equity markets performed well, driven by strong returns of US technology stocks. Credit markets were buoyed by resilient corporate earnings and the prospect of interest rate cuts improved the outlook for corporate balance sheets.

The Fund's active equity allocation, infrastructure and global property allocations were the main sources of underperformance relative to the tactical benchmark over the 12-month period.

Implementation of agreed changes in the investment strategy continued over the year. The allocation to the LCIV Global Alpha Growth Paris Aligned Fund was reduced from 15% to 12.5%, with the proceeds invested in the LGIM Future World Fund (thereby increasing the allocation from 10% to 12.5%). This was undertaken to provide a greater balance across the equity mandate target allocations, whilst retaining a well-diversified aggregate equity allocation. In addition, steps were taken to reduce potential return volatility in the RLAM mandate through reducing the benchmark duration of the index linked gilts portfolio.

Finally, during the year, the Committee took further steps to progress against objectives set out in the Fund's Climate Risk Policy and Action Plan. This included the Committee reviewing the ESG-related exclusions and restrictions applicable to the Fund's existing investments, completing an assessment of climate metrics for the Fund's existing investments as at 31 March 2024, and becoming a signatory of the 2024 Global Investor Statement to Governments on the Climate Crisis. The Committee also produced their fourth annual report setting out their approach to managing climate-related risks in line with the Taskforce on Climate-related Financial Disclosures (TCFD) framework.

### **Voting and Engagement Activity**

The Fund's Investment Belief recognises that effective stewardship, exercised through informed voting and engagement, can positively influence corporate behaviour. It also acknowledges that collaborative efforts are more likely to achieve meaningful outcomes.

The Fund does not maintain its own voting and engagement policy. Instead, it delegates these responsibilities to its appointed investment managers and conducts an annual review of their approaches.

As all equity investments are currently held in pooled funds, the Fund does not possess direct shareholder voting rights. Shareholder rights are only available to investment managers with segregated equity holdings.

41% of equity funds are managed via LCIV, which engages directly with investment managers. The remaining 59% of pooled passive equities are managed by LGIM.

LCIV delegates voting responsibilities to its appointed managers, who vote in accordance with their respective house policies. LCIV has established a [Voting Guideline Policy](#) outlining its principles and expectations. It has appointed EOS at Federated Hermes to coordinate voting activities and deliver engagement services on its behalf.

The Fund is also a member of the Local Authority Pension Fund Forum (LAPFF), reflecting its commitment to collaborative engagement and the promotion of best practice in responsible investment.

The Fund's investment advisor, Hymans Robertson, provides an annual summary of voting and engagement activity, including an assessment of compliance with relevant governance and stewardship standards. The most recent review, covering the year to 30 June 2024, was presented to the [Pensions Committee on 18 March 2025](#).

## Exercise of votes 12months to 30 June 2024:

	LGIM			LCIV		
	Global	Emerging Markets	Future World	PEPPA	Global alpha	Absolute Return
# Eligible votes	65,037	35,796	22,184	860	9,000	473
% Votes exercised	99.8	99.9	99.6	100.0	98.4	100
% against management	20.1	19.4	19.4	19.8	13.1	8.0
% abstained / withheld	0.9	1.3	0.3	2.0	0.9	0.0
% meetings with at least 1 vote against management	63.8	56.4	70.8	38.0	49.0	71.0

The Fund Managers exercised voting policies and undertaken engagement activity in line with expectations and have no significant concerns with the extent to which stewardship activity has been exercised.

While the Fund is not a signatory of the UK Stewardship Code, it actively monitors the following signatories to the [UK 2020 Stewardship Code](#) (last updated 11/02/2025):

- Investment Advisor: Hyman’s Robertson
- Custodian: Northern Trust
- Asset pool: London CIV
- Equities: LGIM
- Real Assets: UBS and JP Morgan
- Property: CBRE
- Currency Hedge Manager: Russell Investments

NOT signatories to the UK 2020 Stewardship Code

- Stafford, Permira and Churchill

• Signatories to [United Nations Principles for Responsible Investment](#) (UNPRI) as follows:

- Investment Advisor: Hyman’s Robertson
- Custodian: Northern Trust
- Asset pool: London CIV
- Equities: LGIM
- Real Assets: CBRE, JP Morgan, Stafford and UBS
- Bonds and Private Debt: Churchill, Permira and Royal London

## Cost Transparency

The LGPS Code of Transparency enables clients to gather cost information consistently. Fund managers are encouraged to sign up to this Code to demonstrate their commitment to transparent cost reporting. A full list of signatories is available on the [SAB website](#).

The CTI framework is used to report costs and charges, helping assess value for money of investments. It is compatible with Markets in Financial Instrument Directive (MiFID II) and can be used by both Defined Benefit and Defined Contribution schemes.

There are three templates:

1. The User Summary, which can be used by schemes and advisors to provide a summary of key information across all investments.

2. The Main Account Template, which is the main cost disclosure template to be completed by the investment manager(s) and covers most asset types.
3. The Private Equity Sub-template, which is to be completed by investment managers of closed-ended private equity funds.

These templates cover management fees, performance fees, and transaction costs.

### **Compliance and Reporting**

Cost transparency is part of the revised CIPFA accounting standards for LGPS annual reports and accounts. Investment managers must submit templates annually or quarterly as agreed with their clients. The SAB procured a system from Byhiras to streamline data submission and compliance.

Byhiras System:

- Accepts and stores template data.
- Checks timeliness of submissions and reports late returns.
- Ensures data is signed off as 'fair, clear, and not misleading'.
- Verifies MiFID II total cost amounts submitted separately by managers<sup>4</sup>.

The Fund has cost transparency data from its managers, with signatories listed on the SAB website and templates uploaded to the Byhiras system.

**Table: Fund manager's transparency compliance table**

Fund Manager	Signatory on SAB website	Reporting Date	Template uploaded to Byhiras portal	CTI Template used
CBRE	✓	31/03/2025	✓	Main
Churchill	✓	31/03/2025	✓	Private markets
JP Morgan	✓	31/03/2025	✓	Private markets
LGIM	✓	31/03/2025	✓	Main
London CIV <ul style="list-style-type: none"> <li>• Diversified Growth</li> <li>• Global Alpha</li> <li>• Absolute</li> <li>• Infrastructure</li> <li>• Passive Equity</li> </ul>	x	31/03/2025 31/03/2025 31/03/2025 31/03/2025 31/03/2025	✓ ✓ ✓ ✓ ✓	Main Main Main Private market Main
Permira	✓	31/03/2025	✓	Private markets
Royal London	✓	31/03/2025	✓	Main
Russell Investments	✓	31/03/2025	✓	Main
Stafford	✓	31/03/2025	✓	Private markets
UBS	✓	31/12/2025	✓	Main

- Whilst London CIV are not a signatory they provide the templates specified by SAB



**Table: Investment management costs**

2024/25	Asset Pool			Non asset pool			Fund Total
	Direct	Indirect	Total	Direct	Indirect	Total	
	£000	£000	£000	£000	£000	£000	
<b>Management Fees</b>							
...ad valorem*	25	1,521	1,546	1,306	754	2,061	3,607
...performance	-	-	0	-	32	32	32
<b>Total Management Fees</b>	<b>25</b>	<b>1521</b>	<b>1,546</b>	<b>1,306</b>	<b>786</b>	<b>2,092</b>	<b>3,639</b>
Transaction costs	-	134	134	-	463	463	597
Custody Costs							29
Other Costs							0
<b>Total</b>	<b>25</b>	<b>1,655</b>	<b>1,680</b>	<b>1,306</b>	<b>1,249</b>	<b>2,555</b>	<b>4,264</b>
Asset Shared Cost (LCIV Management Fees)	97	-	97				97

2023/24	Asset Pool			Non asset pool			Fund Total
	Direct	Indirect	Total	Direct	Indirect	Total	
	£000	£000	£000	£000	£000	£000	
<b>Management Fees</b>							
...ad valorem*	1,578	-	1,578	2,417	-	2,417	3,996
...performance	200	-	200	-	-	-	200
<b>Total Management Fees</b>	<b>1,778</b>	<b>-</b>	<b>1,778</b>	<b>2,417</b>	<b>-</b>	<b>2,417</b>	<b>4,196</b>
Transaction costs	-	361	361	-	-	-	361
Custody Costs							27
Other Costs							-
<b>Total</b>	<b>1,778</b>	<b>361</b>	<b>2,139</b>	<b>2,417</b>	<b>-</b>	<b>2,417</b>	<b>4,584</b>
Asset Shared Cost (LCIV Management Fees)	101	-	-				101

\*Fees are calculated based on the value of assets held.



## Asset Pool

The Havering Pension Fund's asset pool is the London CIV (LCIV), a Collective Investment Vehicle for London Local Authorities (LLA) Local Government Pension Scheme (LGPS) funds. LCIV is wholly owned by its London-based clients, who are also its shareholders. It was established to meet government pooling requirements and operates in partnership with LLAs to deliver investment solutions.

### **Objectives of asset pooling include:**

- Achieving benefits of scale
- Strengthening governance and decision-making
- Reducing costs and delivering value for money
- Enhancing capacity and capability to invest in infrastructure

Responsibility for asset allocations and investment strategy remains with the Fund.

The Fund continues to evaluate LCIV products to ensure they align with its investment strategy and long-term objectives.

### **Oversight and Governance of the Asset Pool**

The Committee is responsible for overseeing the Fund's activities, including its investments through LCIV. The committee sets the Fund's investment strategy, monitors performance, and ensures compliance with regulatory requirements.

The Fund receives quarterly performance reports from the London CIV, which provide detailed analysis of each investment mandate performance against its respective benchmarks.

To support effective decision-making, the Fund engages investment consultants who offer expert advice on strategy and performance. They assist in interpreting performance data and may recommend adjustments to the investment approach where appropriate.

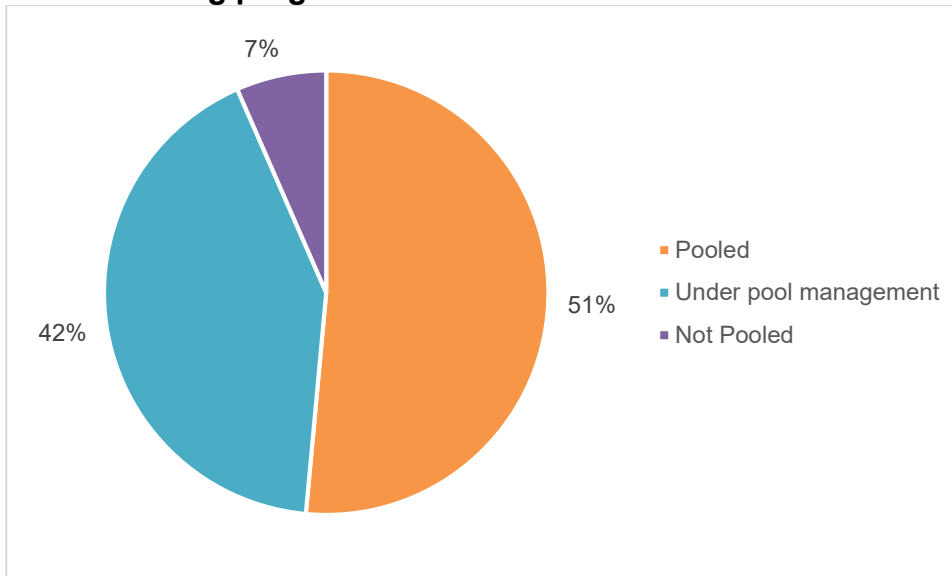
The London CIV publishes an annual report containing comprehensive performance data, governance updates, and strategic initiatives. This report is subject to external audit, providing an additional layer of assurance.

The London CIV integrates Environmental, Social, and Governance (ESG) factors into its investment processes. This commitment to responsible investment aligns with the Fund's broader sustainability objectives and ensures that investments are made ethically with long-term value in mind.

## Pooling Progress

The following chart illustrates the distribution of assets as at 31 March 2025. It shows that the fund has £510m in pooled assets, £416m in deemed pooled assets, and £65m in unpooled assets. This distribution highlights the fund's commitment to pooling, in line with government expectations and strategic investment objectives.

**Chart: Pooling progress**



**Table: Pooling analysis as at 31/03/2025**

<b>Asset Description</b>	<b>Pooled</b>	<b>Under pool management</b>	<b>Not Pooled</b>	<b>Grand Total</b>
<b>Bonds</b>				
LCIV Global Bond Fund	47,853			47,853
Royal London			117,964	117,964
<b>Bonds Total</b>	<b>47,853</b>		<b>117,964</b>	<b>165,818</b>
<b>Equities</b>				
LCIV Absolute Return Fund	126,164			126,164
LCIV Global Alpha Paris Aligned	133,802			133,802
LCIV PEPPA	58,880			58,880
LCIV Shareholder Equity	150			150
LGIM All World Equity Index		43,939		43,939
LGIM Future World Fund		133,667		133,667
LGIM World Emerging Markets Equity Index		41,607		41,607
<b>Equities Total</b>	<b>318,996</b>	<b>219,213</b>	<b>-</b>	<b>538,209</b>
<b>Private Debt</b>				
Churchill Fund II			12,224	12,224
Churchill Fund IV			16,294	16,294
Permira Fund IV			18,841	18,841
Permira Fund V			28,838	28,838
<b>Private Debt Total</b>		<b>-</b>	<b>76,198</b>	<b>76,198</b>
<b>Property</b>				
CBRE Global Alpha Fund		31,281		31,281
UBS Triton Fund			50,751	50,751
<b>Property Total</b>	<b>-</b>	<b>31,281</b>	<b>50,751</b>	<b>82,032</b>
<b>Infrastructure</b>				
JP Morgan			49,725	49,725
LCIV Renewable Infrastructure Fund	17,995		17,664	17,995
Stafford Fund II			25,924	17,664
Stafford Fund IV			<b>93,313</b>	25,924
<b>Infrastructure Total</b>	<b>17,995</b>	<b>-</b>	<b>-</b>	<b>111,308</b>
<b>Cash and net current assets</b>			<b>15,384</b>	<b>15,384</b>
<b>Derivatives</b>			<b>2,941</b>	<b>2,941</b>
<b>Cash and Cash Equivalents Total</b>	<b>-</b>	<b>-</b>	<b>18,325</b>	<b>18,325</b>
<b>Grand Total</b>	<b>510,295</b>	<b>250,494</b>	<b>356,551</b>	<b>991,890</b>

## UK Investment

<b>Asset values As at 31 March 2025</b>	<b>Pooled £000</b>	<b>Under pool management £000</b>	<b>Not pooled £000</b>	<b>Total £000</b>
UK Listed Equities	42,344	6,144	-	<b>48,488</b>
UK Government Bonds	332	-	46,453	<b>46,785</b>
UK Infrastructure	6,257	-	8,662	<b>14,919</b>
UK Private Equity	-	-	-	-
<b>Total</b>	<b>48,933</b>	<b>6,144</b>	<b>55,115</b>	<b>110,192</b>

The above table is based on available data and reasonable assumptions, an estimation of the proportion of UK investments has been made. This estimation helps provide a clearer picture of the asset distribution, even if precise figures are not available.

At 31 March 2025 the Fund had undrawn capital commitments of £37m. It is not possible to determine the value that will be deployed in UK assets.

## Cumulative Pool Costs

Description of Costs	2015 - 2020 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	Cumulative Total £000
<b>Set Up Costs:</b>							
Share purchase subscription	150	0	0	0	0	0	150
Annual Service Charge	125	25	25	25	25	25	250
Implementation	50	0	0	0	0	0	50
Development Fund	205	85	85	85	76	72	608
<b>Total Set Up costs</b>	<b>530</b>	<b>110</b>	<b>110</b>	<b>110</b>	<b>101</b>	<b>97</b>	<b>1,058</b>
LCIV management Fee	304	92	98	83	131	127	835
LGIM Passive Fees	2	7	9	8	9	9	44
<b>Total Cost</b>	<b>836</b>	<b>209</b>	<b>217</b>	<b>201</b>	<b>241</b>	<b>233</b>	<b>1,937</b>
<b>LCIV savings as reported by LCIV</b>	<b>-932</b>	<b>-543</b>	<b>-667</b>	<b>-670</b>	<b>-570</b>	<b>-747</b>	<b>-4,129</b>
<b>Net</b>	<b>-96</b>	<b>-334</b>	<b>-450</b>	<b>-469</b>	<b>-329</b>	<b>-514</b>	<b>-2,192</b>

[The LCIV Annual Review](#) for 2024/25 is available on their website and includes the Business review, Corporate Governance and Financial Statements.

# Administration

Under Regulation 59(1) of the Local Government Pension Scheme Regulations 2013, an administering authority may prepare a written statement regarding the authority's policies on pensions administration.

[The Havering Pension Fund's Pensions Administration Strategy \(PAS\)](#) outlines the roles and responsibilities for both the administering authority and scheme employers, as well as the expected performance standards. This document is available on the Council's website under the pensions administration strategy section.

The PAS was updated and approved by the Pensions Committee in December 2024. The new PAS became effective from 1 April 2025 and incorporates the mandatory requirement for scheme employers to upload monthly data to the LPPA. The strategy aims to enhance the efficiency of pensions administration service delivery to our members.

The Local Pension Board will have oversight of the performance monitoring against the PAS during 2025/26 and Fund officers will continue to work with scheme employers to raise awareness of their responsibilities under the PAS.

Monitoring against the previous version of the PAS was not carried out due to the changes being introduced in 2025/26 to take account of the mandatory requirements for the data submissions.

The Communications Policy was approved by the Pensions Committee in November 2024 for a three-year period. The Havering pensions administration team has a communication plan that compliments the policy, detailing the topics to be communicated, the methods, and the frequency of those communications. The plan is presented to the Local Pension Board every six months for review and progress updates.

The work carried out during 2024/25 is summarised below:

## 1. Communications with Scheme Members

Our aims for communicating with our scheme members are:

- to better educate members of the benefits of the scheme to reduce the general queries being directed to the LPPA help desk
- to encourage the use of the pension scheme website and Pension Point Self Service.

Action	Audience	Media	End of Year Review 2025
Review and update the pension websites and intranet site	All	Web	The LPPA have maintained and updated the member website including the Pension Point Self Service Portal and a booking facility for member training which was utilised by 67 fund members, an increase from the 45 in the previous year. Havering pensions team has maintained a pensions web page within the Havering.gov website and in intranet page. These are used to publish all Havering specific pension related news and documents.

Promote the pension websites and intranet	All	Web, paper and electronic	The LPPA website is promoted on member correspondence. Both the LPPA and the Havering websites are promoted during face to face or virtual meetings. We utilise member and employer communications to increase awareness.
Promote Pension Point Self Service	Active, Deferred and Pensioner	Web, paper and electronic	Pension Point Self Service is promoted to all new members to the pension scheme. We utilise member and employer communications to increase awareness. As at March 2025 41.66% of the total membership had registered for Pension Point. At March 2024, this was only 22.11%.
Ensure relevant, accurate and timely communications are sent to all members	All	Paper or electronic	Standard communications are monitored as part of the KPI and contract monitoring process. We utilise corporate and employer communications to raise awareness of key topics. Members communications are detailed in the communications plan presented to the Local Pension Board.

## 2. Communications with Prospective Scheme Members

Our aims for communicating with our prospective scheme members are:

- to increase the take up of the LGPS
- to better educate members of the benefits of the scheme to reduce the general queries being directed to the LPPA help desk

Action	Audience	Media	End of Year Review 2025
Ensure pension website is included with new employee contracts and information packs	New employees	Paper or electronic	All eligible new employees are contractually enrolled into the LGPS and the website information is included in the LPPA's starter packs. Both the LPPA and Havering websites are available for general viewing.
Review and update the pension websites	All	Web	The LPPA have maintained and updated the member website. Havering pensions team has maintained a pensions web page within the Havering.gov website. This is used to publish all Havering specific pension related news and documents.
Work with employers to ensure automatic enrolment is correctly communicated	Existing employee	Paper or electronic	Relevant scheme employers automatically enrolled eligible staff during 2024/25. Affected staff received letters and factsheets to explain the process.



### 3. Communications with Scheme Employers

Our aims for communicating with our scheme employers are:

- to improve relationships
- to assist them in understanding their role as a scheme employer
- to assist them in understanding funding/cost requirements
- to work together to achieve accurate scheme actuary data submissions
- to ensure smooth staff transfers
- to improve the service our pension fund members receive

Action	Audience	Media	End of Year Review 2025
Meet with all new scheme employers to discuss responsibilities and requirements	Employer	Face to face or virtually	New employers receive a comprehensive email of all relevant information and the offer of either a face to face or virtual meeting. 2 new employers received an email but there were no requests for meetings. Meetings were held with several existing Employers to go over responsibilities and UPM use.
Review and update the employer sections of the pension websites	Employer	Web	The LPPA have maintained and updated the website including comprehensive information about the employer portal. Havering pensions team has maintained a pensions web page within the Havering.gov website. This is used to publish all Havering specific pension related news and documents.
Work with LPPA to promote employer training sessions	Employer	Web	LPPA ran several different training sessions throughout the year. Havering employers were present 47 times across the different sessions. This is an increase from the 30 in the previous year.
Work with LPPA to ensure accurate and timely data submissions	Employer	Email, phone, face to face or virtually	Havering continue to promote the Pensions Administration Strategy detailing the expected timeframes for data submissions. Havering have worked with employers to ensure the majority of 2025 year end data queries are resolved.
Provide regular updates to employers on key aspects of the scheme	Employer	Web or email	LPPA have a regular employer newsletter to provide updates on the scheme and other relevant information. Havering have sent regular emails to employers on key topics throughout the year as detailed in the communications plan presented to the Local Pension Board.

#### 4. Communications with Representatives of Members

##### a. Pensions Committee

Our aims for communicating with Pensions Committee are:

- to provide information to enable the Committee to make decisions delegated under the Council's constitution
- to provide information to ensure the Committee are kept informed of pension related matters
- to ensure the Committee are aware of their responsibilities in relation to the Scheme
- to provide training with regards to investment and administration matters

Action	Audience	Media	End of Year Review 2025
To submit Committee reports in line with the annual plan and as and when required	Pensions Committee Members	Paper and web	All relevant reports were submitted and presented to Committee and uploaded onto the Havering Website
To arrange training as and when required	Pensions Committee Members	Face to Face, online or virtually	Relevant training was provided to Committee members during the year

##### b. Local Pensions Board

Our aims for communicating with the Local Pensions Board are:

- to provide information to enable the board to assist the Scheme Manager in executing their duties
- to provide information to ensure the board are kept informed of pension related matters
- to ensure the board are aware of their responsibilities in relation to the Scheme
- to provide training with regards to investment and administration matters

Action	Audience	Media	End of Year Review 2025
To submit reports in line with the Board work plan and any additional areas identified at meetings	Local Pension Board	Paper and web	All relevant reports were submitted and presented to the Local Pension Board and uploaded onto the Havering Website.
To arrange training as and when required	Local Pension Board	Face to Face, online or virtually	Induction training has been provided to new Board members and information regarding external training courses has been circulated.

### c. Havering and oneSource Managers

Our aims for communicating with the Havering and oneSource managers are:

- to provide information to be able to make decisions delegated under the Council's constitution
- to provide accurate, timely and relevant information on request
- to ensure managers are aware of any pension related employer costs

Action	Audience	Media	End of Year Review 2025
To write key or non-key executive decision reports as required in line with the Council's constitution	Senior or oneSource Management	Paper or email	All relevant reports have been written and submitted in line with the Council's Constitution.
To ensure the provision of employer estimates is in line with the contractual agreement	HR and Heads of Service	Paper or email	LPPA have introduced an employer self service function for employer driven pension estimates. The Havering pensions administration team support with this as required.

### d. Other Stakeholders

#### **Pension Fund Manager (Finance)**

The Pension Fund Manager (Finance) responds to staff, employer and other enquiries. Skills and knowledge are kept up to date through participation in seminars and conferences.

#### **Pension Projects and Contracts Manager**

The Pension Projects and Contracts Manager oversees the administration contract with the Local Pensions Partnership Administration (LPPA). Quarterly client reviews are conducted to monitor the contract and ensure service level agreements are met. This role also involves maintaining relationships with scheme employers, trade unions, and other relevant stakeholders.

#### **Investment Fund Managers**

The Pension Fund Manager (Finance) maintains regular contact with the investment fund managers. Each fund manager is required to present their performance reports to the Pensions Committee on a cyclical basis, unless performance concerns necessitate more immediate attention.

#### **Trade Unions**

Trade unions in the London Borough of Havering serve as valuable ambassadors for the Pension Scheme. They ensure that details of the Local Government Pension Scheme are communicated to their members and assist in negotiations under TUPE transfers to ensure, whenever possible, continued access to the Scheme.

## **Scheme Administration Report**

### **Overview**

The Local Pensions Partnership Administration (LPPA) is responsible for the daily administration of the Havering Pension Fund. They utilise Civica's Universal Pensions Management (UPM) system to maintain member records and calculate pension benefits. Havering's work continues to be managed by dedicated casework teams across the business.

Call handling and responses to online member queries are managed by the central pensions contact centre in Preston. During 2024/25, the contact centre answered 3,972 Havering-specific calls with an average wait time of 2 minutes and 41 seconds. The average call abandon rate across all clients during 2024/25 was 2.3%.

LPPA uses customer surveys to measure satisfaction levels for the contact centre call handling and retirement processing. In 2024/25, overall satisfaction levels for call handling were 77.5% among Havering scheme members, while satisfaction for retirement case processing averaged 45.8%.

LPPA has made considerable progress in ensuring that monthly casework is consistently delivered above the 95% on time target during 2024/25. The annual performance against SLA was 98.8%

LPPA's ongoing Efficiency and Service Improvement Programme has delivered and enhanced online digital capability and improved the experience for members with deferred statements for leavers, active member retirement quotes and online retirement forms. Further automation is planned for 2025/26 and the programme will also deliver improvements to the monthly returns process for scheme employers.

### **Value for Money Statement**

A comparison of the 2024 SF3 data supplied to MHCLG shows that the Havering Fund was ranked sixth out of the 32 London Boroughs for cost per member in respect of pension administration costs (ranked seventh in 2022/23).

We have seen an increase in the number of cases meeting the service level agreements, as shown in the key performance data. All cases are now meeting the SLA target of 95% of cases being completed on time.

Monthly data returns are now mandatory for all scheme employers within the Havering Pension Fund which allow LPPA to automatically process new starters and selected leavers where a person has membership in the Care Scheme only.

We continue to work with LPPA and our scheme employers to improve the flow of information and processes to further enhance efficiencies. LPPA remains committed to reducing overheads to remain competitive and provide good value for money.

LPPA recognise their responsibility to achieve value for money in service delivery. They seek to incorporate value for money principles in delivering services by taking account of costs and quality of service. LPPA operate on a shared service, cost recovery basis and do not make a profit on core administration services.

LPPA takes part in external and independent benchmarking to compare their cost and service against other administration services. The latest results endorse that LPPA's services provide value for money.

### **Summary of Activities undertaken by LPPA during the year**

LPPA are responsible for all aspects of the Fund administration, including calculating benefits, processing joiners and leavers, record amendments, monthly returns, and the monitoring and administration of the Authority's Additional Voluntary Contributions (AVC) scheme. The LPPA engagement team handles communications and training for Scheme employers and pension scheme members.

The key functions of LPPA are:

- Processing new members of the scheme
- Handling requests from members wishing to transfer their pension into or out of Havering's Fund
- Administering death benefits for scheme members
- Bringing pensions into payment upon retirement
- Providing estimates for members and employers
- Assisting members who wish to increase their pension provision through AVCs or APCs
- Processing leavers with a refund of contributions or deferred benefit
- Maintaining accurate records with changes to members' details
- Reviewing and monitoring third-tier ill-health retirements
- Utilising information technology to improve service standards and efficiency
- Ensuring continual data cleansing in preparation for the next scheme valuation
- Continuously reviewing all processes to improve the customer experience

McCloud has been a significant project this year. LPPA have calculated underpin protections for all eligible members retiring from active status and are working with the new systems releases to ensure remediable service information can be included in the Annual Benefit Statements.

LPPA continue to work towards Pensions Dashboard connectivity and remain on track to meet the connection date of 31 October 2025 for public sector schemes.

The Havering administration team is responsible for:

- Monitoring, reviewing, and updating Scheme governance in line with relevant regulations and guidance
- Monitoring, reviewing, and updating pension administration policies
- Monitoring and recording contributions for bodies that do not utilise the Havering Council payroll
- Bi-annual National Fraud Initiative (NFI) compliance
- Admission, monitoring, and cessation of scheme employers
- Reviewing risk profiles

### **Key Uses of Technology**

LPPA continues to seek ways to use technology to improve efficiencies and actively promotes the use of the member self-service portal, Pension Point, and email communications.

Pension Point allows members to view their records online, raise queries directly with the helpdesk, run estimates, and update some personal details, reducing the workload on the administration team and the costs of printing and postage.

LPPA has mandated monthly reporting with scheme employers across all clients, enabling timely identification of new starters and leavers to the fund. They are introducing several automated processes from the monthly submissions to aid efficiencies.

The LPPA's scheme members' website is regularly reviewed and provides detailed information on all aspects of the scheme. The Havering administration team maintains the pensions page on the [haverling.gov.uk](http://haverling.gov.uk) website to provide Havering fund-specific information to members.

LPPA has robust cyber security measures and procedures in place. Data is backed up regularly, and systems are monitored by a Security Operations Centre service. LPPA holds Cyber Essentials Plus and ISO 27001 certifications, providing assurances to the Fund. They also have a full Business Continuity Plan and Disaster Recovery Plan in place.

### **Internal Dispute Resolution Procedure (IDRP)**

Any internal disputes go firstly to the Authority's Actuaries and then to the Pensions Panel which comprises the Deputy Director of Human Resources/Organisational Development (oneSource), a representative from Legal and Governance (oneSource) and a Head of Finance. The Havering Pensions Projects and Contracts Manager sits on the panel in an advisory role.

During 2024/25, we received no IDRP cases (compared to 2 stage 2 complaints in 2023/24) and 27 general customer complaints (down from 43 in 2023/24).

### **Whistle Blowing**

The Pension Fund complies with the whistle blowing requirements of the Pension Act that came into force on 6 April 2005. It encourages anyone to inform the appropriate authorities of any known wrongdoings. The process for reporting breaches of the law to the Pensions Regulator can be found on the Authority's website by selecting the link here [Whistleblowing Policy](#).

There have been 7 minor breaches recorded during 2024/25. These were not considered material and were therefore not reported to the Section 151 Officer. Consequently, no reports have been made to the Regulator. The new Reporting Breaches of the Law Policy was agreed by the Pensions Committee in November 2024 to be introduced in 2025/26.

### **Key Performance Data**

The following tables provide the required data for the administration key performance indicators.

LPPA performance is reported to the Havering Local Pensions Board. Full reports are available on the [Haverling website](#).

**Table A: Total Casework**

<b>Ref</b>	<b>Casework KPI</b>	<b>Total number of cases open as at 31 March 2024</b>	<b>Total number of new cases created in 2024/25</b>	<b>Total number of cases completed in 2024/25</b>	<b>Total % of cases completed in 2024/25</b>
<b>A1</b>	Deaths recorded of active, deferred, pensioner and dependent members	113	265	249	65.9
<b>A2</b>	New dependent member benefits	Included in A1	Included in A1	Included in A1	Included in A1
<b>A3</b>	Deferred member retirements*	81	537	545	88.2
<b>A4</b>	Active member retirements*	89	928	887	87.2
<b>A5</b>	Deferred benefits	298	2,224	2,171	86.1
<b>A6</b>	Transfers in (including interfunds in, club transfers)	143	444	310	52.8
<b>A7</b>	Transfers out (including interfunds out, club transfers)	164	476	424	66.3
<b>A8</b>	Refunds	66	1,219	1,148	89.3
<b>A9</b>	Divorce quotations issued	3	42	43	95.6
<b>A10</b>	Actual Divorce cases	-	-	-	-
<b>A11</b>	Members estimates requested either by scheme member and employer	22	198	204	92.7
<b>A12</b>	New joiner notifications	21	549	570	100.0
<b>A13</b>	Aggregation cases	318	1,462	1,238	69.6
<b>A14</b>	Optants out received after 3 months membership	Not available	Not available	Not available	Not available

\*Includes quotation and actual calculations

**Table B: Time taken to process casework**

Note: the Fund target is the LPPA target for completion once all relevant data is available rather than the statutory timescale

Ref	Casework KPI	Suggested fund target	% completed within fund target in year	% completed in previous year
B1	Communication issued with acknowledgement of death of active, deferred, pensioner and dependant member	5 days	95.3	94.6
B2	Communication issued confirming amount of dependents pension	5 days	Included in B1	Included in B1
B3	Communication issued to deferred member with pension and lump sum options (quotation)	5 days	99.3	Included in B5
B4	Communication issued to active member with pension and lump sum options (quotation)	5 days	97.3	Included in B6*
B5	Communication issued to deferred member with confirmation of pension and lump sum options (actual)	5 days	98.0	95.9
B6	Communication issued to active member with pension and lump sum options (actual)	5 days	98.9	93.4
B7	Payment of lump sum (both actives and deferreds) **	5 days	Included in B6 and 7	Included in B6 and 7
B8	Communication issued with deferred benefit options	15 days	98.2	97.4
B9	Communication issued to scheme member with completion of transfer in	10 days	98.6	97.0
B10	Communication issued to scheme member with completion of transfer out	10 days	98.2	96.4
B11	Payment of refund **	5 days	99.3	97.3
B12	Divorce quotation	5 days	100.0	not recorded
B13	Communication issued following actual divorce proceedings ie application of a Pension Sharing Order	5 days	none received	not recorded
B14	Communication issued to new starters	10 days	100.0	100.0
B15	Member estimates requested by scheme member and employer	10 days	100.0	94.3

\*It was not possible to split the data between quotations and actuals last year.

\*\*Payments are made directly by the Fund. The timescales reported are to the completion of the LPPA case ie the date the instruction to make the payment is provided to the Fund.



**Table C: Communications and engagement**

Ref	Engagement with online portal (Pensions Point)	% as at 31 March 2025
C1	% of active members registered	41.9
C2	% of deferred members registered	24.5
C3	% of pensioner and survivor members	21.8
C4	% of all scheme members registered for self-service	29.8
C5	Number of registered users by age:	
	<b>Age Bracket</b>	<b>Total Registered</b>
	Under 21	21
	21-25	115
	26-30	166
	31-35	247
	36-40	412
	41-45	615
	46-50	727
	51-55	1149
	56-60	1359
	61-65	1132
	66-70	543
	71-75	184
	Over 75	79
C6	% of all registered users that have logged onto the service in the last 12 months	53.8
	<b>Communication</b>	<b>Number as at 31 March 2025</b>
C7	Total number of telephone calls received in year*	3,972
C8	Total number of email and online channel queries received*	1,591
C9	Number of Scheme member events held in year (total of in person and online)**	24
C10	Number of employer engagement events held in year (in person and online)**	40
C11	Number of active members who received a one-to-one (in person and online)**	6
C12	Number of times a communication (ie newsletter) issued to:	
	a) Active members ***	9
	b) Deferred members	9
	c) Pensioners	8

\*Calls, emails and queries received directly to the Fund are not recorded

\*\*Includes events run by the Fund

\*\*\* This does not include regular engagement directly by the Fund

## Table D: Resources

Note: The data below is in relation to LPPA staff only and does not include the officers employed by Havering Council.

Ref	Resources	as at 31 March 2025
D1	Total number of all administration staff (FTE)	264.5
D2	Average service length of all administration staff	5.3
D3	Staff vacancy rate as %	2.20%
D4	Ratio of all administration staff to total number of scheme members (all staff including management)	2,672
D5	Ratio of administration staff (excluding management) to total number of scheme members	2,713

## Table E: Data Quality

Ref	Annual Benefit Statements	Response
E1	% of Annual Benefit Statements issued as at 31 August	99.3%
E2	Short commentary if less than 100%	Remainder were either due to files not received from the employer or outstanding queries that prevented ABS production
	<b>Data category</b>	
E3	Common data score	98.0%
E4	Scheme specific data score	91.0%
E5	% of active, deferred and pensioner members recorded as 'gone away' with no home address held or address is known to be out of date	0.5%
E6	% of active, deferred and pensioner members with an email address held on file	55.7%
	<b>Employer Performance</b>	
E7	% of employers set up to make monthly data submissions	100.0%
E8	% of employers who submitted monthly data on time during the reporting year	40.9%

## Performance Targets and Monitoring

LPPA provide monthly and quarterly performance reports that enable Fund officers to monitor the service delivery against an LPPA standard set of Key Performance Indicators.

The UPM administration system is used to track cases based on a day count from the date all required data to complete a case is received. The system monitors caseload volumes and performance against SLAs. It also allows LPPA to track error/rework rates, ensuring quality is maintained throughout the administration function. UPM provides reportable information enabling monitoring, audit, performance management, and annual review reporting capabilities. The system allows LPPA to track case completion rates against agreed SLAs.

The indicators do not include record-keeping and data maintenance tasks covered by LPPA, which are required to correctly administer a member's benefit and also have a direct impact on the triennial valuation.

**Table: Administration team 5 years' key activity trend**

Service Item	2019/20 Cases	2020/21 Cases	2021/22 Cases	2022/23 Cases	2023/24 Cases	2024/25 Cases
Retirements processed	533	529	446	767	607	420
Early retirement estimates processed	580	452	468	380	175	204
Notification of Deferred Benefits	727	726	798	603	392	2,171*
Transfers In Actuals/Quotes processed	363	324	391	175	197	310
Transfers Out Actuals/Quotes processed	298	325	407	317	309	424
Death notification written out	273	530	428	366	460	249
New LGPS joiners processed	1,942	977	1,115	879	978	570
Refunds	691	443	431	316	264	1,148*
<b>Total Cases per year</b>	<b>5,407</b>	<b>4,305</b>	<b>4,484</b>	<b>3,803</b>	<b>3,382</b>	<b>5,496</b>

\* Case numbers are high following the completion of backlog leaver cases in preparation for the triennial valuation

## Academies and Outsourcing

There were no new academy conversions and just 1 new admitted body during 2024/25.

The level of planned and actual outsourcing by academies is ongoing and likely to continue growing. If the outsourced function is granted Admitted Body Status, it results in additional unplanned work to separate out the scheme employers, increasing the administrative burden as the number of scheme employers rises.

The growth in Scheduled and Admitted Body scheme employers also increases the support and communication requirements for LPPA and the Havering pensions administration team.

Introduction meetings are offered to all new bodies to support their entry into the scheme, with ongoing meetings and support as needed.

To support employers and services, the Fund has produced an Employer Outsourcing Guide and an Employer Responsibility Guide.

### Confidentiality of Personal Data

LPPA has developed a robust control framework to ensure all GDPR requirements are met promptly, serving as a defence in case of litigation.

LPPA also aims to adhere to a code of conduct which brings the added benefits of:

- Improving transparency and accountability, enabling individuals to distinguish organisations that meet legal requirements and can be trusted with their personal data
- Providing mitigation against enforcement action
- Improving standards by establishing best practices
- Investigating innovative solutions to high-risk areas, including data minimisation and pseudonymisation

### Accuracy of Data

Following the submission of each monthly return, LPPA raise any queries arising with scheme employers. In most instances the requirement to submit monthly returns has reduced the number of queries and they are dealt with in a timelier manner leading to a more efficient end of year and valuation process.

**Table: Fund Membership over the last 5 years**

	As at 31 March 2021	As at 31 March 2022	As at 31 March 2023	As at 31 March 2024	As at 31 March 2025
Contributors	6,426	6,675	6,692	7,840	7,989
Deferred pensioners	6,020	6,689	6,750	6,800	7,443
Pensioners and Dependants	6,412	6,548	6,775	7,009	7,202
<b>Total</b>	<b>18,858</b>	<b>19,912</b>	<b>20,217</b>	<b>21,649</b>	<b>22,634</b>

A summary follows of the number of employers in the fund analysed by scheduled bodies and admitted bodies with active members.

**Table: Employer types with active members**

	2023/24	2024/25
Administrating Authority	1	1
Scheduled Bodies	44	46
Admitted Bodies	13	14
Resolution Body	1	1
<b>Total</b>	<b>59</b>	<b>62</b>

There were no new scheduled body employers in 2024/25. However, 2 Empower Trust academy schools (Ardleigh Green Infants and Ardleigh Green Juniors) moved onto separate reporting. Previously they were combined with Hall Mead School.

**Table: 2024/25 Contributions by employer**

<b>Employer Name</b>	<b>Contributions from Members £</b>	<b>Contributions from Employers £</b>
1. London Borough of Havering	7,915,066	34,353,288
<b>London Borough of Havering Total</b>	<b>7,915,066</b>	<b>34,353,288</b>
<b>Scheduled Bodies</b>		
1. Abbs Cross Academy	51,471	133,675
2. Ardleigh Green Infant Academy (ELAT)	32,284	133,290
3. Ardleigh Green Junior Academy (ELAT)	24,125	102,940
4. Benhurst Primary School	24,832	94,454
5. Bower Park Academy	65,739	259,805
6. Brittons Academy	68,288	273,921
7. Brookside Infant Academy	58,340	91,510
8. Brookside Junior Academy	16,686	63,915
9. Champion School	99,225	361,098
10. Chafford School	58,258	231,221
11. Compass School	30,509	128,631
12. Concordia Academy	43,051	142,828
13. Coopers Coborn School	101,822	358,655
14. Dame Tipping Academy	8,454	32,401
15. Drapers Academy	100,448	253,222
16. Drapers Management Team	43,642	125,274
17. Drapers Mayland Primary Academy	36,211	136,117
18. Emerson Park School	50,374	188,739
19. Empower (MAT)	104,937	363,965
20. Forest Approach Academy	84,502	314,609
21. Frances Bardsley Academy	80,741	267,962
22. Gaynes Academy	21,298	87,013
23. Hacton Academy	53,904	224,448
24. Hall Mead Academy	71,566	276,929
25. Harris Academy Sixth Form	3,846	14,954
26. Harrow Lodge Academy	37,766	141,500
27. Hornchurch High School	50,866	175,733
28. Langtons Junior Academy	21,884	80,005
29. Life Education HV	41,675	139,130
30. Marshalls Park Academy	63,779	255,141
31. Olive Academy	10,548	39,040
32. Olive Academy (MAT)	38,168	115,982
33. Pinewood Academy	37,116	101,791
34. Pyrigo Priory Academy	32,645	125,734
35. Ravensbourne Academy	74,788	277,382
36. Redden Court School	85,711	306,786

<b>37. Employer Name</b>	<b>Contributions from Members £</b>	<b>Contributions from Employers £</b>
38. Rise Park Infant Academy	25,660	96,957
39. Rise Park Junior Academy	40,146	90,391
40. Royal Liberty Academy	47,811	166,567
41. Sacred Heart School	50,695	210,956
42. Sanders Academy	52,299	183,921
43. Scargill Infant Academy	27,896	109,084
44. Scargill Junior Academy	19,724	76,510
45. St Edwards CE School & Sixth Form College	57,737	236,872
46. Success for All Education Trust MAT	46,880	154,313
47. The Bridge	44	812
48. Upminster Infant Academy	18,551	72,852
49. Upminster Junior Academy	26,986	106,114
50. Whybridge Junior Academy	36,383	128,054
<b>Scheduled Bodies Total</b>	<b>2,280,312</b>	<b>8,053,200</b>
<b>Admitted Bodies</b>		
1. Accent Catering Services (Coopers Coborn)	4,607	-
2. Atalian Servest Food Co. Ltd	422	7,031
3. Caterlink (St Edwards Academy) *	10,453	44,651
4. Cleantec at Elm Park Primary *	922	4,190
5. Harrison Catering (Loxford) *	3,283	2,566
6. Lewis and Graves Cleaning(Hornchurch High)	1,408	7,970
7. May Harris (Royal Liberty)	2,764	12,662
8. May Harris (Whybridge Junior School)	41	142
9. Mears Group PLC	34,412	137,215
10. Olive Dining Ltd (Drapers Academy)	8,386	60,021
11. Olive Dining (Maylands)	167	1,766
12. SLM Community Leisure Charitable Trust	37,002	127,977
13. SLM Fitness & Health Ltd	3,847	14,124
14. Urbaser – UK	131,888	508,562
<b>Admitted Bodies Total</b>	<b>246,798</b>	<b>943,702</b>
<b>Designated body</b>		
1. Mercury Land Holdings	7,198	14,824
<b>Designated Bodies Total</b>	<b>7,198</b>	<b>14,824</b>
<b>Ceased Bodies**</b>		
Harrison Catering (Gaynes Academy)	1,865	(1,865)
Kindred (Broadford Primary)	0	2,600
<b>Ceased Bodies Total</b>	<b>1,865</b>	<b>735</b>
<b>Grand Total</b>	<b>10,444,041</b>	<b>43,350,925</b>

\* New employer in 24/25

\*\* 2 transactions relating to ceased employers were incorrectly coded as contributions.

**Table: Costs per member**

<b>Costs per member</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
Total membership (no's)	19,076	18,858	19,912	20,217	21,649	22,634
Total Investment Cost (£'000)	3,192	3,412	4,241	4,628	4,584	4,264
Cost per member (£)	167.33	180.93	212.99	228.92	211.75	188.39
Total Administration Cost (£'000)	*315	601	709	731	828	1,006
Cost per member (£)	16.51	31.86	35.61	36.16	38.23	44.45
Total Oversight and Governance Cost (£'000)	468	415	524	581	718	672
Cost per member (£)	24.53	22.00	26.32	28.74	33.17	29.69
<b>Total cost per member</b>	<b>208.37</b>	<b>234.80</b>	<b>274.91</b>	<b>293.81</b>	<b>283.15</b>	<b>262.53</b>

\* Includes an incorrect un-cleared sundry creditor from 2018/19.

# Actuarial Statement

## London Borough of Havering Pension Fund (“the Fund”)

### Actuarial Statement for 2024/25

This statement has been prepared in accordance with Regulation 57(1)(d) of the Local Government Pension Scheme Regulations 2013. It has been prepared at the request of the Administering Authority of the Fund for the purpose of complying with the aforementioned regulation.

#### Description of Funding Policy

The funding policy is set out in the Administering Authority’s Funding Strategy Statement (FSS), dated April 2023. In summary, the key funding principles are as follows:

- take a prudent long-term view to secure the regulatory requirement for long-term solvency, with sufficient funds to pay benefits to members and their dependants;
- use a balanced investment strategy to meet the regulatory requirement for long-term cost efficiency (where efficiency in this context means to minimise cash contributions from employers in the long term);
- where appropriate, ensure stable employer contribution rates;
- reflect different employers’ characteristics to set their contribution rates, using a transparent funding strategy; and
- use reasonable measures to reduce the risk of an employer defaulting on its pension obligations.

The FSS sets out how the Administering Authority seeks to balance the conflicting aims of securing the solvency of the Fund and keeping employer contributions stable.

#### Funding Position as at the last formal funding valuation

The most recent actuarial valuation carried out under Regulation 62 of the Local Government Pension Scheme Regulations 2013 was as at 31 March 2022. This valuation revealed that the Fund’s assets, which at 31 March 2022 were valued at £920 million, were sufficient to meet 80% of the liabilities (i.e. the present value of promised retirement benefits) accrued up to that date. The resulting deficit at the 2022 valuation was £229 million.

Each employer had contribution requirements set at the valuation, with the aim of achieving their funding target within a time horizon and likelihood measure as per the FSS. Individual employers’ contributions for the period 1 April 2023 to 31 March 2026 were set in accordance with the Fund’s funding policy as set out in its FSS.

#### Principal Actuarial Assumptions and Method used to value the liabilities

Full details of the methods and assumptions used are described in the 2022 valuation report and FSS.

#### Method

The liabilities were assessed using an accrued benefits method which takes into account pensionable membership up to the valuation date; and makes an allowance for expected future salary growth to retirement or expected earlier date of leaving pensionable membership.

#### Assumptions

A market-related approach was taken to valuing the liabilities, for consistency with the valuation of the Fund assets at their market value.



The key financial assumptions adopted for the 2022 valuation were as follows:

<b>Financial assumptions</b>	<b>31 March 2022</b>
Discount rate	3.5% pa
Salary increase assumption	3.4% pa
Benefit increase assumption (CPI)	2.7% pa

The key demographic assumption was the allowance made for longevity. The life expectancy assumptions are based on the Fund's VitaCurves with improvements in line with the CMI 2021 model, with a 0% weighting of 2021 and 2020 data, standard smoothing (Sk7), initial adjustment of 0.25% and a long term rate of 1.50% p.a. Based on these assumptions, the average future life expectancies at age 65 are as follows:

	<b>Males</b>	<b>Females</b>
Current Pensioners	21.7 years	24.3 years
Future Pensioners*	22.6 years	25.8 years

\*Aged 45 at the 2022 Valuation.

Copies of the 2022 valuation report and Funding Strategy Statement are available on request from the Administering Authority to the Fund and on the Fund's website.

[Pension valuation reports | London Borough of Havering](#)

### **Experience over the period since 31 March 2022**

Markets were disrupted by the ongoing war in Ukraine and inflationary pressures in 2022 and 2023, impacting on investment returns achieved by the Fund's assets. Asset performance improved in 2024 and early 2025; however the recent increase in US tariffs on imports has caused significant market volatility. The peak of this market volatility was experienced immediately after 31 March 2025, however, generally lower than expected asset returns were experienced in the month immediately prior to this.

High levels of inflation in the UK (compared to recent experience) have resulted in higher than expected LGPS benefit increases of 10.1% in April 2023 and 6.7% in April 2024. However, inflation has reduced towards historical levels and the Bank of England's target (2% pa), with LGPS benefits increasing by 1.7% in April 2025.

There has been a significant shift in the wider economic environment since 2022, resulting in generally higher expected future investment returns and a reduction in the value placed on the Fund's liabilities. Overall, the funding position is likely to be stronger than at the previous formal valuation at 31 March 2022.

The next actuarial valuation will be carried out as at 31 March 2025, and will be finalised by 31 March 2026. The FSS will also be reviewed at that time, and a revised version will come into effect from 1 April 2026.

Jamie Baxter FFA C.Act

09 May 2025

For and on behalf of Hymans Robertson LLP

Hymans Robertson LLP is a limited liability partnership registered in England and Wales with registered number OC310282.

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# External Audit Opinion

## **INDEPENDENT AUDITOR'S STATEMENT TO THE MEMBERS OF LONDON BOROUGH OF HAVERING ON THE PENSION FUND FINANCIAL STATEMENTS**

The external audit opinion for the Pension Fund Annual Report is reliant on the audit of the statement of accounts to be completed, for the reasons stated below:

The external audit of the draft statement of accounts for the year ended 31 March 2025 has not yet been completed by our external auditors, EY LLP, due to the complex set of factors contributing to audit delays across the sector. This situation is allowed for by Regulation 9A(4) of the Accounts and Audit (Amendment) Regulations 2024 (SI 2024/907), which permits authorities to publish a notice explaining the delay where the audit opinion has not been entered by the statutory backstop date.

Therefore, this notification explains, as per Regulation 9A(4), that we are not yet able to publish our audited 2024/25 final statement by 30 September 2025, the date by which we would ordinarily expect to do so. We will publish the final audited accounts as soon as reasonably practicable after the Audit Committee has considered the results of the 2024/25 audit.

# Appendices

## Further Reading

The subsequent documents are accessible via the Havering website for review. Should you require physical copies, they can be obtained upon request from the administering authority. This ensures that all stakeholders have convenient access to the necessary information in their preferred format.

- [Funding strategy statement](#)
- [Investment strategy statement](#)
- [Governance compliance statement](#)
- [Communications policy](#)
- [Risk register](#)

The Pension Fund section of the Havering website is a comprehensive resource, offering a suite of documents designed to enhance members' and employers' comprehension of the scheme. This dedicated area provides essential information, facilitating a deeper understanding of the pension arrangements and enabling informed decision-making. It serves as a valuable tool for both current and prospective participants in navigating the complexities of the pension landscape.

## Other useful contacts:

National Local Government Pension Scheme website: <https://www.lgpsmember.org/>

The Pension Service website: [www.thepensionservice.gov.uk](http://www.thepensionservice.gov.uk)

State Pension website [www.gov.uk/browse/working/state-pension](http://www.gov.uk/browse/working/state-pension)

Pensions Ombudsman <https://www.pensions-ombudsman.org.uk/>

Money and Pensions Services <https://moneyandpensionservice.org.uk/>

## Glossary

**Accounting period** - The period of time covered by the Council's accounts. The Council's financial year is from the period 1st April to the following 31st March.

**Accounting policies** – The specific principles, bases, conventions, rules, and practices applied by the Council in preparing and presenting the financial statements.

**Accounting standards** - A set of rules explaining how accounts are to be kept (See 'International Financial Reporting Standards').

**Accrual** - The recognition of income and expenditure in the year that they occur and not when any cash is received or paid.

**Active member** - Current employee who is contributing to a pension scheme.

**Actuary** - An independent professional who advises the Council on the financial position of the Fund. Every three years the actuary values the assets and liabilities of the Fund and determines the funding level and the employers' contribution rates.

**Additional Voluntary Contributions (AVC)** - An option available to active scheme members to secure additional pension benefits by making regular contributions to separately held investment funds managed by the Fund's AVC provider.

**Administering Authority** -The Administering Authority is responsible for maintaining and investing its own Fund for the LGPS. This means the Administering Authority is responsible for making all decisions relating to the operation of the Fund.

**Admitted Body** - An organisation, whose staff can become members of the Fund by virtue of an admission agreement made between the Council and the organisation. It enables contractors who take on the Council's services with employees transferring, to offer those staff continued membership of the Fund.

**Admission Agreement** - an agreement made between the administering authority, a Scheme employer and a contracted company to allow the contractor to become part of the LGPS.

**Asset allocation** - The apportionment of a fund's assets between different types of investments (or asset classes). The long-term strategic asset allocation of a Fund will reflect the Fund's investment objectives.

**Asset Pool** - is an entity that allows investors to pool their money and invest the pooled funds, rather than buying securities directly as individuals.

**Balance Sheet** - A statement of all the assets, liabilities and other balances of the Council at the end of an accounting period.

**Basis Points (BPS)** - A unit of measure for interest rates and percentages. One basis point is equal to 1/100th of 1%.

**Benchmark** - A measure against which the investment policy or performance of an investment manager can be compared.

**Cash equivalents** – Highly liquid, investments that can easily be converted into cash.

**Chartered Institute of Public Finance and Accountancy (CIPFA)** – A professional accountancy body, specialising in the Public Sector. It promotes best practice by issuing guidelines and Codes of Practice.

**Contingent Liability** - Where possible “one-off” future liabilities or losses are identified but the level of uncertainty is such that the establishment of a provision is not appropriate.

**Consumer Price Index (CPI)** – Measures the average change in retail prices of a basket of goods and services purchased by most UK households, to provide an indication of the rate of inflation. The CPI includes some financial services in the basket of goods not included in the RPI.

**Creditors** - Amount of money owed by the Fund for goods and services received, also referred to as Payables.

**Death Grant** - an amount paid to a current or former member's estate or nominated beneficiaries in the event of death in service, death after retirement or death of a deferred beneficiary.

**Debtors** - Amount of money owed to the Fund by individuals, and organisations, also referred to as Receivables.

**Deferred Benefits** - benefits retained in the pension fund when a member leaves without an entitlement to the immediate payment of those benefits. If a transfer of benefits does not take place before hand, deferred benefits are usually paid from the member's normal retirement date.

**Defined Benefit Scheme** - A pension scheme which defines benefits independently of the contributions payable. Benefits are not directly related to the investments of the Pension Fund.

**Deferred members** - Scheme members, who have left employment or ceased to be an active member of the scheme whilst remaining in employment, but retain an entitlement to a pension from the scheme.

**Discretion** - this is the power given by LGPS regulations to enable Scheme employers or administering authorities to choose how they will apply the Scheme rules in respect of certain provisions.

**Employer rates** - The percentage of the salary of employees that employers pay as a contribution towards the employees' pension.

**Equities** - Ordinary shares in UK and overseas companies traded on a stock exchange. Shareholders have an interest in the profits of the company and are entitled to vote at shareholders' meetings.

**Fair Value** - In relation to the value of financial instruments, it is the amount for which an asset can be exchanged or a liability settled between knowledgeable and willing parties in an arm's length transaction.

**Financial Instrument** - Any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another.

**Fixed interest securities** – Investments, mainly in government stocks, which guarantee a fixed rate of interest. The securities represent loans which are repayable at a future date but which can be traded on a recognised stock exchange in the meantime.

**Good Governance Framework** – SAB commissioned report reviewing the governance of the LGPS on effectiveness and reviewing existing models.

**Index** - A calculation of the average price of shares, bonds, or other assets in a specified market to provide an indication of the average performance and general trends in the market.

**Interest Rate Risk** - The uncertainty of interest paid/received on variable rate instruments and the effect of fluctuations in interest rates on the fair value of an instrument.

**Internal Disputes Resolution Procedure (IDRP)** – a complaints procedure governed by regulation providing any current or former scheme member with the opportunity to settle any dispute or complaint they may have in respect of any decision made regarding their entitlements under scheme rules.

**International Financial Reporting Standards (IFRS)** – The set of international accounting standards issued by the International Accounting Standards Board (IASB). Local Authorities are required to produce accounts based on IFRS.

**Investment Strategy Statement (ISS)** – LGPS regulations require administering authorities to prepare and maintain an ISS. The ISS outlines the Fund's investment objectives and investment beliefs, identifies the risks the Fund faces and outlines how this risks are controlled/mitigated.

**McCloud** - The McCloud judgement refers to the Court of Appeal's ruling that Government's 2015 public sector pension reforms unlawfully treated existing public sectors differently based upon members' age

**Markets in Financial Instruments Directive II** – legislative framework established by the European Union to regulate financial markets and enhance investor protection.

**National Fraud Initiative** - Exercise that matches electronic data within and between public and private sector bodies to prevent and detect fraud.

**Pension Administration Strategy** – Strategy which outlines the processes and procedures allowing the administrator and employers to work together in a cost effective way to administer the LGPS.

**Pooled Investment vehicles** - Funds which manage the investments of more than one investor on a collective basis. Each investor is allocated units which are revalued at regular intervals. Income from these investments is normally returned to the pooled fund and increases the value of the units.

**Public Service Pension Act 2013** - An Act to make provision for public service pension schemes and for connected purposes.

**Rates and Adjustment Certificate** - a certificate issued by the Actuary following a valuation of the Fund which sets out the employer contribution rates payable by each of the associated scheme bodies.

**Return** - The total gain from holding an investment over a given period, including income and increase or decrease in market value.

**Scheduled body** - An organisation that has the right to become a member the LGPS under the scheme regulations. Such an organisation does not need to be admitted as its right to membership is automatic.

**Scheme Advisory Board** - a body that provides advise and guidance on the management and administration of the LGPS in England and Wales.

**Triennial Valuation** - Every three years the Actuary reviews the assets and liabilities of the Pension Fund and reports to the Council on the fund's financial position and recommended employers' contribution rates.

**Unrealised gains/losses** - The increase or decrease in the market value of investments held by the fund since the date of their purchase.

**Value For Money (VFM)** – This term is used to describe the relationship between the economy, efficiency, and effectiveness (known as the 'three Es') of a service, function or activity. Value for money is high when there is an optimum balance between all three.

## Acronyms

**AVC** Additional Voluntary Contribution

**CARE** Career Average Revalued Earnings

**CIPFA** The Chartered Institute of Public Finance and Accountancy

**CIV** Collective Investment Vehicle

**CPI** Consumer Prices Index

**FSS** Funding Strategy Statement

**GAD** Government Actuary's Department

**GDPR** General Data Protection Regulation

**HMRC** Her Majesty's Revenue & Customs

**IAS** International Accounting Standard

**IDRP** Internal Disputes Resolution Procedure

**IFRS** International Financial Reporting Standards

**ISS** Investment Strategy Statement

**LCIV** London Collective Investment Vehicle

**LGPS** Local Government Pension Scheme

**LPB** Local Pension Board

**LPPA** Local Pensions Partnership Administration

**MHCLG** Ministry of Housing, Communities and Local Government

**PC** Pensions Committee

**PLSA** Pensions and Lifetime Savings Association

**SAB** Scheme Advisory Board

**TPR** The Pensions Regulator