



## **Statement of policy for administering authority pension discretions**

### **Introduction**

Surrey County Council, as administering authority to the Surrey County Council Pension Fund, has determined this policy in accordance with the Local Government Pension Scheme Regulations 2013, as amended, and related legislation. We will apply this policy to all current members in the Active Funds, regardless of who their employer is.

We will base our decisions relating to these discretionary provisions using the current policy at the time of the relevant event. In the event of a conflict between a discretion as written in this policy and the governing regulations, we will apply the governing regulations.

We retain the right to change the policy at any time. Any changes to the policy will be published within one month of their effective date, as long as this policy does not give, nor shall it be deemed to give, any contractual rights to any member of the Fund, or to any other person whatsoever.

### **Key principles of discretions**

We will observe the following principles when reviewing discretions:

- We will exercise all discretions reasonably and in good faith. All relevant factors will be considered and all irrelevant factors ignored.
- We will formally record all decisions and report them to the Surrey County Council Pension Fund Committee and Local Pension Board as appropriate.

### **Exercise of discretions**

The Surrey County Council Pension Fund Committee is the body responsible for exercising administering authority discretions. Subject to the terms of this policy, the Pensions Committee may delegate these administering authority discretions to its sub-groups or specific officers and we have highlighted where this is the case in the policy decisions below.

Nothing in this Policy will cause the Pension Committee’s capacity to exercise its discretionary powers to be unlawfully fettered or restricted in any way.

We will exercise these discretions in line with the provisions of the various LGPS Regulations and other legislation. Nothing within this statement can overwrite the legal requirements within those provisions.

**Policy approval and review**

**Key to regulation references**

*The Local Government Pension Scheme*

- **13** – The Local Government Pension Scheme Regulations 2013
- **TP14** – The Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014
- **07** – The Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007
- **08** – The Local Government Pension Scheme (Administration) Regulations 2008
- **TP08** - The Local Government Pension Scheme (Transitional Provisions) Regulations 2008
- **97** – The Local Government Pension Scheme Regulations 1997
- **95** – The Local Government Pension Scheme Regulations 1995

References to old provisions (e.g. The Local Government Pension Scheme Regulations 1997) generally apply in relation to scheme members who left under those provisions.

<b>1. Administering authority discretions exercised in relation to funding strategy and scheme employers</b>
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No	Relevant discretion	Regulation	Statement of the Administering authority	Delegated authority
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1.1	Decide on Funding Strategy for inclusion in funding strategy statement	<b>13</b> (58)	The Funding Strategy Statement for the Surrey Pension Fund is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.2	Whether to agree to an admission agreement with a Care Trust, NHS Scheme employing authority or Care Quality Commission	<b>13</b> (4(2)(b))	The approach of the Surrey Pension Fund to this discretion is laid out in the Surrey Pension Fund Funding Strategy Statement which is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.3	Whether to agree to an admission agreement with a body applying to be an admission body	<b>13</b> (3(5) & Sch 2, Part 3, para 1)	The approach of the Surrey Pension Fund to this discretion is laid out in the Surrey Pension Fund Funding Strategy Statement which is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.4	Whether to terminate a transferee admission agreement in the event of: - insolvency, winding up or liquidation of the body - breach by that body of its obligations under the admission agreement - failure by that body to pay over sums due to the Fund within a reasonable period of being required to do so.	<b>13</b> (Sch 2, Part 3, para 9(d))	The approach of the Surrey Pension Fund to this discretion is laid out in the Surrey Pension Fund Funding Strategy Statement which is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.5	Define what is meant by “employed in connection with”	<b>13</b> (Sch 2, Part 3, para 12(a))	"Employed in connection with" shall mean employed for at least 60% of normal working time in connection with the relevant service (as defined in the admission agreement or participation agreement).	The Strategic Finance Manager (Pension Fund & Treasury)
1.6	Whether to require any strain on Fund costs to be paid “up front” by employing authority following payment of benefits.	<b>13</b> (68(2)), <b>TP14</b> (Sch 2, para 2(3)) & <b>97</b> (80(5))	Strain costs will normally be invoiced quarterly after payment of benefits. However, the Surrey Pension Fund reserves the right to require strain costs to be settled prior to the payment of benefits.	The Strategic Finance Manager (Pension Fund & Treasury)

1.7	Whether to set up a separate admission agreement fund	<b>13</b> (54(1))	The Surrey Pension Fund will not normally set up a separate admission agreement fund.	The Strategic Finance Manager (Pension Fund & Treasury)
1.8	Whether to have a written pensions administration strategy and, if so, the matters it should include	<b>13</b> (59(1) & (2))	The Surrey Pension Fund has a written Pensions Administration Strategy. This is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.9	Whether to suspend, for up to three years, an employer's obligation to pay an exit payment where the employer is again likely to have active members within the specified period of suspension.	<b>13</b> (64 (2A))	This decision will be made after consultation with relevant scheme employer and the Fund actuary, taking in to account the impact on the covenant between the relevant scheme employer and the Surrey Pension Fund.	The Strategic Finance Manager (Pension Fund & Treasury)
1.10	Whether to obtain revision of employer's contribution rate if there are circumstances which make it likely a Scheme employer will become an exiting employer	<b>13</b> (64(4))	This decision will be made after consultation with relevant scheme employer and the Fund actuary, taking in to account the impact on the covenant between the relevant scheme employer and the Surrey Pension Fund.	The Strategic Finance Manager (Pension Fund & Treasury)
1.11	Decide frequency of payments to be made over to Fund by employers and whether to make an administration charge.	<b>13</b> (69(1)) & <b>97</b> (81 (1))	The frequency of employer payments will be at least monthly. Administration charges are laid out in the Pensions Administration Strategy. This is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.12	Decide form and frequency of information to accompany payments to the Fund	<b>13</b> (69(4)) & <b>97</b> (81 (5))	The scheme employer should include the Surrey Pension Fund contribution form to accompany payments in accordance with the frequency stated in regard to discretion 1.11.	The Strategic Finance Manager (Pension Fund & Treasury)
1.13	Whether to issue employer with notice to recover additional costs incurred as a result of the employer's level of performance	<b>13</b> (70) & <b>TP14</b> (22(2))	The approach of the Surrey Pension Fund to this discretion is laid out in the Pensions Administration Strategy. This is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)

1.14	Whether to charge interest on payments by employers which are overdue	<b>13</b> (71(1)) & <b>97</b> (82 (1))	The approach of the Surrey Pension Fund to this discretion is laid out in the Pensions Administration Strategy. This is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.15	Agree to bulk transfer payment	<b>13</b> (98(1)(b))	The approach of the Surrey Pension Fund to this discretion is laid out in the Surrey Pension Fund Funding Strategy Statement which is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
1.16	Decide policy on abatement of pensions in payment following re-employment	<b>TP14</b> (3(13)), <b>08</b> (70(1))* , <b>08</b> (71(4)(c)), <b>TP08</b> (12) & <b>97</b> (109* & 110(4)(b))	Surrey County Council will not abate pensions in payment following re-employment.	The Pension Fund Committee
1.17	Agree to pay annual compensation on behalf of an employer and recharge payments to employer	<b>DC 2000</b> (31(2))	As a general rule the Surrey Pension Fund will not pay annual compensation on behalf of an employer and recharge payments to the employer, however, it reserves the right to.	The Strategic Finance Manager (Pension Fund & Treasury)
1.18	Timing of pension increase payments by employers to fund (pre April 2008 leavers)	<b>97</b> (91(6))	Pension increase payments will be collected on a monthly basis.	The Strategic Finance Manager (Pension Fund & Treasury)

## 2. Administering authority discretions exercised in relation to the administration of scheme benefits

No	Relevant discretion	Regulation	Applicable to	Statement of the Administering authority	Delegated authority
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2.1	Whether to turn down a request to pay an APC/SCAPC over a period of time where it would be impractical to allow such a request (e.g. where the sum being paid is very small and could be paid as a single payment)	<b>13</b> (16(1))	Post April 2014 members	As a general rule the Surrey Pension Fund will not turn down any requests, however, it reserves the right to.	The Pension Services Manager
2.2	Whether to require a satisfactory medical report before agreeing to an application to pay an APC / SCAPC	<b>13</b> (16(10))	Post April 2014 members	A medical report will not be required where a member applies to pay an APC / SCAPC to buy pension lost during a relevant period of authorised unpaid leave. In all other cases we will only accept an application from an employee to purchase additional pension if accompanied by a medical report provided by a registered medical practitioner stating that the employee is in reasonably good health. The cost of obtaining such a report must be met by the employee.	The Pension Fund Committee
2.3	Whether to turn down an application to pay an APC / SCAPC if not satisfied that the member is in reasonably good health.	<b>13</b> (16(10))	Post April 2014 members	The Surrey Pension Fund will not agree to an application to pay an APC / SCAPC if it is not satisfied that the member is in reasonably good health after due consideration of a medical report.	The Pension Services Manager
2.4	Whether to charge member for provision of estimate of additional pension that would be provided by the Scheme in return for transfer of in house AVC / SCAVC funds (where AVC / SCAVC arrangement was entered into before 01/04/14)	<b>TP14</b> (15(1)(d)) & <b>08</b> (28(2))	Active members	The Surrey Pension Fund will not recover the administrative costs relating to the estimate of a transfer of an in house AVC / SCAVC fund if the number of requested estimates does not exceed two per calendar year. The Surrey Pension Fund reserves the right to charge for estimates in excess of two per calendar year.	The Pension Services Manager
2.5	Decide to whom any AVC / SCAVC monies (including life assurance monies) are to be paid on death of the member	<b>13</b> (17(12))	Post April 2014 members	Decisions on the payment of AVC / SCAVC monies will be made after taking into account all relevant considerations and	The Pension Services Manager

				documentary evidence, including the deceased's Expression of Wish or will.	
2.6	Pension account may be kept in such form as is considered appropriate	<b>13</b> (22(3)(c))	Post April 2014 members	The Surrey Pension Fund will determine the form that a pension account must be kept in.	The Pension Services Manager
2.7	Decide, in the absence of an election from the member within 12 months of ceasing a concurrent employment, which ongoing employment benefits from the concurrent employment which has ceased should be aggregated (where there is more than one ongoing employment)	<b>TP14</b> (10(9))	Active members	Employment benefits will be aggregated with the main ongoing employment benefits, unless this is inequitable.	The Pension Services Manager
2.8	Whether to extend the time limits within which a member must give notice of their election to draw benefits before normal pension age or upon flexible retirement	<b>13</b> (32(7))	Post April 2014 members	There will be no general adoption of this discretion.	The Pension Services Manager
2.9	Decide whether to commute small pension	<b>13</b> (34(1)), <b>07</b> (39), <b>TP08</b> (14(3)) & <b>97</b> (49 & 156)	All members	The Pension Fund will seek to comply with member's wishes (or the wishes of the member's beneficiary/ies in the case of a trivial commutation lump sum death benefit), if eligibility conditions have been met.	The Pension Services Manager
2.10	Approve medical advisors used by employers (for ill health benefits)	<b>13</b> (36(3)), <b>08</b> (56(2)) & <b>97</b> (97 (10))	All members	Medical advisors will be approved if they are independent practitioners who are registered with the General Medical Council and:  - hold a diploma in occupational health medicine (D Occ Med) or an equivalent qualification issued by a competent authority in an EEA state; and for the purposes of this definition, "competent authority" has the meaning given by section 55(1) of the Medical Act 1983, or	The Pension Services Manager

				- are an Associate, a Member or a Fellow of the Faculty of Occupational Medicine or an equivalent institution of an EEA state.	
2.11	Decide to whom death grant is paid	<b>TP14</b> (17(5) to (8)), 13 (40 (2), 43 (2) & 46 (2)), 07 (23 (2), 32(2), 35 (2)), <b>TP08</b> (Sch1), 97 (38 (1) & 155 (4)) & <b>95</b> (E8)	All members	Decisions on the payment of a death grant will be made after taking in to account all relevant considerations and documentary evidence, including the deceased's Expression of Wish and will.	The Pension Services Manager (cases in which the decision is disputed will be referred to the Pension Fund Committee for adjudication).
2.12	Decide, in the absence of an election from the member, which benefit is to be paid where the member would be entitled to a benefit under two or more regulations in respect of the same period of Scheme membership	<b>13</b> (49(1)(c)) & <b>07</b> (42 (1) (c))	Post April 2008 members	The Pension Fund will pay benefits in the most equitable way that it can determine.	The Pension Services Manager
2.13	Whether to pay a death grant due to personal representatives or anyone appearing to be beneficially entitled to the estate without need for grant of probate / letters of administration	<b>13</b> (82(2)), <b>08</b> (52(2)) & <b>97</b> (95)	All members	The Pension Fund will pay a death grant due to personal representatives or anyone appearing to be beneficially entitled to the estate without need for grant of probate / letters of administration if it is satisfied that claim is legitimate and the beneficiary is appropriate.	The Pension Services Manager
2.14	Whether, where a person is incapable of managing their affairs, to pay the whole or part of that person's pension benefits to another person for their benefit.	<b>13</b> (83) & <b>08</b> (52A)	Post April 2008 members	The Pension Fund will pay the whole or part of that person's pension benefits to another person for their benefit if it is satisfied that the individual is incapable of managing their own affairs and that the other person is appropriate.	The Pension Services Manager



2.15	Extend normal time limit for acceptance of a transfer value beyond 12 months from joining the LGPS	<b>13</b> (100(6))	Active members	There will be no general adoption of this discretion.	The Strategic Finance Manager (Pension Fund & Treasury)
2.16	Allow transfer of pension rights into the Fund	<b>13</b> (100(7))	Active members	Transfers will be permitted within the first 12 months of membership of the Surrey Pension Fund.	The Pension Services Manager
2.17	Where member to whom the use of the average of three years pay for final pay purposes applies, dies before making an election, whether to make that election on behalf of the deceased member.	<b>TP14</b> (3(6), 4(6)(c), 8(4), 10(2)(a), 17(2)(b)) & <b>07</b> (10(2))	Post April 2008 members	The Pension Fund will pay benefits in most equitable way that it can determine.	The Pension Services Manager
2.18	Make election on behalf of deceased member with a certificate of protection of pension benefits i.e. determine best pay figure to use in the benefit calculations (pay cuts / restrictions occurring pre April 2008.)	<b>TP14</b> ((6), (6)(c), 8(4), 10(2)(a), 17(2)(b) & Sch 1) & <b>97</b> (23(9))	All members	The Pension Fund will pay benefits in most equitable way that it can determine.	The Pension Services Manager
2.19	Decide to treat a child as being in continuous full-time education or vocational training despite a break	<b>13</b> (Sch 1), <b>TP14</b> (17(9)(a), <b>07</b> (26 (5)), <b>97</b> (44 (5)))	All members	A child will be treated as being in continuous full-time education or vocational training despite a break if the break is for 12 months or less. If the break is for over 12 months the decision will be made after taking in to account all relevant considerations.	The Pension Services Manager
2.20	Decide evidence required to determine financial dependence of cohabiting partner on scheme member or financial interdependence of cohabiting partner and scheme member	<b>13</b> (Sch 1) , <b>TP14</b> (17(9)(b)) & <b>07</b> (25)	Post 2008 members	For each case the surviving cohabiting partner will be asked to produce evidence of financial dependency or interdependency. Decisions to determine financial dependence of cohabiting partner on scheme member or financial interdependence of cohabiting partner and	The Pension Services Manager

				scheme member will be made after taking into account all relevant considerations.	
2.21	Extend time period for capitalisation of added years contract	<b>TP14</b> (15(1)(c)), <b>TP08</b> (Sch1) & <b>97</b> (83(5))	Post April 2014 members	There will be no general adoption of this discretion.	The Pension Services Manager
2.22	Outstanding employee contributions can be recovered as a simple debt or by deduction from benefits	<b>08</b> (45(3)) & <b>97</b> (89(3))	Pre April 2014 members	The method of recovery will be decided after consultation with the relevant member.	The Pension Services Manager
2.23	Whether to pay the whole or part of a child's pension to another person for the benefit of that child	<b>07</b> (27(5)), <b>97</b> (47 (2)) & <b>95</b> (G11(2))	Pre April 2014 members	The whole or part of a child's pension will normally be paid to a surviving parent or guardian if the child is under the age of 18, or directly to the child if the child is aged 18 or over.	The Pension Services Manager
2.24	Apportionment of children's pension amongst eligible children	<b>97</b> (47(1)) & <b>95</b> (G11(1))	Pre April 2008 members & councillors	The Surrey Pension Fund will apportion the children's pension equally amongst the relevant children.	The Pension Services Manager
2.25	Commute benefits due to exceptional ill-health (councillor members, pre April 2008 leavers and pre April 2008. Pension Credit members)	<b>97</b> (50 and 157)	Pre April 2008 members & Councillors	Decisions to commute benefits due to exceptional ill-health will be made after taking into account all relevant considerations and after consultation with Occupational Health and the relevant member.	The Pension Services Manager
2.26	Date to which benefits shown on annual deferred benefit statement are calculated	<b>97</b> (106A(5))	All members	Date to which benefits shown on annual deferred benefit statement are calculated is the effective date of the annual increase.	The Pension Services Manager

2.27	Discharge Pension Credit liability (in respect of Pension Sharing Orders for councillors and pre April 2008 Pension Sharing Orders for non-councillor members)	<b>97</b> (147)	Pre April 2008 members & Councillors	Pension credit liabilities will be discharged by conferring pension credit rights to individual entitled to the pension credit.	The Pension Services Manager
2.28	Whether to pay spouse's pensions for life for pre April 1998 retirees / pre April 1998 deferreds who die on or after April 1998. (rather than ceasing during any period of remarriage or co-habitation)	<b>95</b> (F7)	Pre April 1998 members	The pension spouse's pension will continue to be paid for life.	The Pension Services Manager

**3. Administering authority discretions exercised as a proxy for scheme employers who have ceased participation in the Fund**

<b>No</b>	<b>Relevant discretion</b>	<b>Regulation</b>	<b>Applicable to</b>	<b>Statement of the Administering authority</b>	<b>Delegated authority</b>
3.1	Whether to grant application for early payment of deferred benefits on or after age 55 and before age 60 for pre April 2014 leavers. (if the scheme employer has become defunct)	<b>07</b> (30(2))	Leavers 2008 to 2014	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.2	Whether to grant an application for early payment of a suspended tier 3 ill health pension on or after age 55 and before age 60 (if the scheme employer has become defunct)	<b>07</b> (30A(3))	Leavers 2008 to 2014	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions

3.3	Whether to waive, on compassionate grounds, the actuarial reduction applied to deferred benefits paid early under <b>07(30) &amp; 07(30(A))</b> (if the scheme employer has become defunct)	<b>07</b> (30(5) & 30A(5))	Leavers 2008 to 2014	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.4	Whether to waive, in whole or in part, actuarial reduction on benefits which a member voluntarily draws before normal pension age (where the member only has post April 2014 membership (if the scheme employer has become defunct))	<b>13</b> (30(8))	Post April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council, as the largest employer in the Fund.	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.5	Whether to “switch on” the 85 year rule for post April 2014 leavers voluntarily drawing benefits on or after age 55 and before age 60 (if the scheme employer has become defunct)	<b>TP14</b> (Sch 2, para 1(2) )	Post April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council, as the largest employer in the Fund.	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.6	Whether to waive any actuarial reduction for a member voluntarily drawing benefits before normal pension age (where the member has both pre April 2014 and post April 2014 membership) on  a) on compassionate grounds (pre April 2014 membership) and in whole or in part on any grounds (post April 2014 membership) if the member was not in the Scheme before October 2006,	<b>TP14</b> (3(1), Sch 2, para 2(1)) & <b>07</b> (30(5),30A(5))	Post April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council, as the largest employer in the Fund.	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions

	<p>b) on compassionate grounds (pre April 2014 membership) and in whole or in part on any grounds (post April 2014 membership) if the member was in the Scheme before October 2006, will not be 60 by April 2016 and will not attain 60 between April 2016 and April 2020</p> <p>c) on compassionate grounds (pre April 2016 membership) and in whole or in part on any grounds (post April 2016 membership) if the member was in the Scheme before October 2006 and reached age 60 before 1 April 2016</p> <p>d) on compassionate grounds (pre April 2020 membership) and in whole or in part on any grounds (post April 2020 membership) if the member was in the Scheme before October 2006, was not 60 by April 2016 and attained 60 between 1 April 2016 and 31 March 2020 (if the scheme employer has become defunct)</p>				
3.7	Decide whether deferred beneficiary meets permanent ill health and reduced likelihood of gainful employment criteria (if the scheme employer has become defunct)	<b>07</b> (31(4))	Pre April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.8	Decide whether deferred beneficiary meets criteria of being permanently incapable of former job because of ill health and is	<b>13</b> (38(3))	Post April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer.	This discretion will be applied in accordance

	unlikely to be capable of undertaking gainful employment before normal pension age or for at least three years, whichever is the sooner. (if the scheme employer has become defunct)			If this is not possible we will apply the policy of Surrey County Council, as the largest employer in the Fund.	with the Surrey County Council Policy on Employer Discretions
3.9	Decide whether a suspended ill health tier 3 member is permanently incapable of undertaking any gainful employment (if the scheme employer has become defunct)	<b>07</b> (31(7))	Pre April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.10	Decide whether a suspended ill health tier 3 member is unlikely to be capable of undertaking gainful employment before normal pension age because of ill health (if the scheme employer has become defunct)	<b>13</b> (38(6))	Post April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council, as the largest employer in the Fund	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions
3.11	Whether to use a certificate produced by an IRMP under the 2008 Scheme for the purposes of making an ill health determination under the 2014 Scheme for post April 2008 leavers. (if the scheme employer has become defunct)	<b>TP14</b> (12(6))	Post April 2014 members	The Surrey Pension Fund will apply the policy of the scheme employer immediately before it ceased to be a scheme employer. If this is not possible we will apply the policy of Surrey County Council, as the largest employer in the Fund.	This discretion will be applied in accordance with the Surrey County Council Policy on Employer Discretions

**4. Administering authority discretions exercised in relation to Fund governance**

<b>No</b>	<b>Relevant discretion</b>	<b>Regulation</b>	<b>Statement of the Administering authority</b>	<b>Delegated authority</b>
4.1	<p>Governance policy must state whether the administering authority delegates their function or part of their function in relation to maintaining a pension fund to a committee, a sub-committee or an officer of the administration authority and, if they do so delegate, state:</p> <ul style="list-style-type: none"> <li>- the frequency of any committee or sub-committee meetings</li> <li>- the terms, structure and operational procedures appertaining to the delegation</li> <li>- whether representatives of employing authorities or members are included and, if so, whether they have voting rights</li> </ul> <p>The policy must also state</p> <ul style="list-style-type: none"> <li>- the extent to which a delegation, or the absence of a delegation, complies with Sec of State guidance and, to the extent it does not so comply, state the reasons for not complying, and</li> <li>- the terms, structure and operational procedures appertaining to the Local Pensions Board</li> </ul>	13 (55)	<p>The Governance Compliance Policy and Statement for the Surrey Pension Fund is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a></p>	The Pension Fund Committee

4.2	Communication policy must set out the policy on provision of information and publicity to, and communicating with, members, representatives of members, prospective members and Scheme employers; the format, frequency and method of communications; and the promotion of the Scheme to prospective members and their employers.	<b>13</b> (61)	The Communications Policy Statement for the Surrey Pension Fund is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Pension Fund Committee
4.3	Decide the procedure to be followed by administering authority when exercising its stage two IDRPs functions and decide the manner in which those functions are to be exercised	<b>13</b> (76(4)), <b>08</b> (60(8)) & <b>97</b> (99)	The approach of the Surrey Pension Fund to this discretion is laid out in the Surrey County Council Pension Disputes Procedure which is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a> and the Scheme of Delegation to Officers which is published at <a href="http://mycouncil.surreycc.gov.uk/documents">http://mycouncil.surreycc.gov.uk/documents</a>	The Strategic Finance Manager (Pension Fund & Treasury)
4.4	Whether the administering authority should appeal against employer decision (or lack of a decision)	<b>13</b> (79(2)), <b>08</b> (63(2)) & <b>97</b> (105 (1))	Decisions on whether the Surrey Pension Fund should appeal against employer decision (or lack of a decision) will be made after taking in to account all relevant considerations.	The Strategic Finance Manager (Pension Fund & Treasury)
4.5	Specify information to be supplied by employers to enable administering authority to discharge its functions	<b>13</b> (80(1)(b)), <b>TP14</b> (22(1)) & <b>08</b> (64(1)(b))	The approach of the Surrey Pension Fund to this discretion is laid out in the Pension Administration Strategy which is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Strategic Finance Manager (Pension Fund & Treasury)
4.6	Decide whether to delegate any administering authority functions under the Regulations	<b>13</b> (105(2))	This decision will be in accordance with the Surrey County Council Scheme of Delegation to Officers which is published at	The Pension Fund Committee



			<a href="http://mycouncil.surreycc.gov.uk/documents">http://mycouncil.surreycc.gov.uk/documents</a>	
4.7	Decide whether to establish a joint local pensions board (if approval has been granted by the Secretary of State)	<b>13</b> (106(3))	The Full Council of Surrey County Council has decided not to establish a joint local pension board.	Surrey County Council Full Council
4.8	Decide procedures applicable to the Local Pension Board	<b>13</b> (106(6))	Authority is delegated to the Director of Finance in consultation with the Chairman of the Pension Committee create such policies and procedures applicable to the local pension board. The Terms of Reference of the Local Pension Board is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The Director of Finance
4.9	Decide appointment procedures, terms of appointment and membership of the Local Pension Board	<b>13</b> (107(1))	Authority is delegated to an appointment panel of officers and members to oversee the Local Pension Board recruitment process and for the People, Performance and Development Committee to appoint members of the Local Pension Board following recommendations from the appointment panel. Appointment and Termination Policy of the Local Pension Board is published at <a href="http://www.surreypensionfund.org">http://www.surreypensionfund.org</a>	The People, Performance & Development Committee of Surrey County Council