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Appendix - Leicestershire Pension Fund Risk Register January 2023

In the Fund's register there are six risk groups. Each risk sits within a risk group.

Risk Groups

- 1. Investment Risk
- 2. Liability Risk
- 3. Employer Risk
- 4. Governance Risk
- 5. Operational Risk
- 6. Regulatory Risk

Investment Risk

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
1	Investments	Invs	Market investment returns are consistently poor, and this causes significant upward pressure onto employer contribution rates	Poor market returns most probably caused by poor economic conditions and/ or shocks e.g. CV19.	Significant financial impact on employing bodies due to the need for large increases in employer contribution rates	Chris Tambini	Ensuring that strategic asset allocation is considered at least annually, and that the medium-term outlook for different asset classes is included as part of the consideration	5	2	10	Treat	Making sure that the investment strategy is sufficiently flexible to take account of opportunities and risks that arise but is still based on a reasonable mediumterm assessment of future returns. Last reviewed January 2023.	4	2	8	Bhulesh Kachra
2	Investments	Invs	Market returns are acceptable, but the performance achieved by the Fund is below reasonable expectations	Poor performance of individual managers including LGPS Central, poor asset allocation policy or costs of transition of assets to LGPS Central is higher than	Opportunity cost in terms of lost investment returns, which is possible even if actual returns are higher than those allowed for within the actuarial valuation.	Chris Tambini	Ensuring that the causes of underperformance are understood and acted on where appropriate Shareholders' Forum, Joint Committee and	3	3	9	Treat	After careful consideration, take decisive action where this is deemed appropriate. It should be recognised that some managers have a style-bias and	2	2	4	Bhulesh Kachra

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	ı	L	Current Risk Score	Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
				expected	Lower returns will ultimately lead to higher employer contribution rates than would otherwise have been the case		Practitioners' Advisory Forum will provide significant influence in the event of issues arising. Appraisal of each LGPS Central investment product before a commitment to transition is made. Where appropriate a specialist transition manager will be appointed, with independent specialist oversight. Transitions are phased over time to allow capacity to be managed and lessons learned				irunsjer	that poorer relative performance will occur. Decisions regarding manager termination to consider multiple factors including performance versus mandate and reason for original inclusion. The set-up of LGPS Central is likely to be the most difficult phase. The Fund will continue to monitor how the company and products delivered evolve. Programme of LGPS Central internal audit activity, which has been designed in collaboration with the audit functions of the partner funds Each transition's approach is independently assessed with views from 8 partners				
3	Investments	Invs	Failure to take account of ALL risks to future investment returns	Some assets classes or individual investments perform poorly as a	Opportunity cost within investment returns, and potential for actual	Chris Tambini	Ensuring that all factors that may impact onto investment returns	3	4	12	Treat	Responsible investment aims to incorporate environmental	3	3	9	Bhulesh

Risk

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	-	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
			within the setting	result of incorrect	returns to be low.		are taken into					(including Climate				Kachra
			of asset allocation	assessment of all	This will lead to		account when					change), social and				
			policy and/or the	risks inherent within	higher employer		setting the asset					governance (ESG)				
			appointment of	the investment.	contribution rates		allocation.					factors into				
			investment		than would							investment				
			managers		otherwise have		Only appointing					decisions, to better				
					been necessary.		investment					manage risk and				
							managers that					generate				
							integrate					sustainable, long-				
							responsible					term returns.				
							investment (RI) into their processes.					Annual refresh of				
							their processes.					the Fund's asset				
							Utilisation of					allocation allows an				
							dedicated RI team					up to date view of				
							at LGPS Central and					risks to be				
							preparation of an					incorporated and				
							annual RI plan ,					avoids significant				
							Climate Risk Report					short term changes				
							and Climate					to the allocation.				
							Stewardship Report.									
							The Fund also					Asset allocation				
							produces an annual					policy allows for				
							report as part of the					variances from				
							Taskforce on					target asset				
							Climate-related					allocation to take				
							Financial					advantage of				
							Disclosures.					opportunities and				
							The Fund is also					negates the need to				
							The Fund is also member of the					trade regularly				
							Local Authority					where investments				
							Pension Fund					under and over				
							Forum (LAPFF) and					perform in a short period of time.				
							supports their work					עבווטע טו נוווופ.				
							on shareholder					The Fund is in the				
							engagement which					process of				
							is focused on					developing (final				
							promoting the					approval planned				
							highest standards of					March 2023) a Net				

Ri n	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
							corporate governance and corporate responsibility.					Zero Climate Strategy to take into account the risk and opportunities related to climate change.				

Liability Risk

Ri		Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
4	Liability	Invs	Assets held by the Fund are ultimately insufficient to pay benefits due to individual members	Ineffective setting of employer contribution rates over many consecutive actuarial valuations	Significant financial impact on scheme employers due to the need for large increases in employer contribution rates.	Chris Tambini	Input into actuarial valuation, including ensuring that actuarial assumptions are reasonable and the manner in which employer contribution rates are set does not bring imprudent future financial risk	5	2	10	Treat	Actuarial assumptions need to include an element of prudence, and Officers need to understand the long-term impact and risks involved with taking short- term views to artificially manage employer contribution rates. The 2019 valuation assessed the	4	2	8	Bhulesh Kachra

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	ı	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
												contribution rates				
												with a view to				
												calculating				
												monetary				
												contributions				
												alongside employer				
												percentages of				
												salaries where				
												appropriate.				
												Regular review of				
												market conditions				
												and dialogue with				
												the schemes biggest				
												employers with				
												respect to the				
												direction of future				
												rates. Planning for				
												the 2022 valuation				
												has commenced				
												with the actuary				
												with final approval				
												of employer rates				
												due in March 2023.				
												GAD Section 13				
												comparisons.				
												Funding Strategy				
												Statement approach				
												to increase the fund				
												to over 100%				
												funded.				

Employer Risk

Ri		Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
5	Employer	Pens	If the pensions fund fails to receive accurate and timely data from employers, scheme members pension benefits could be incorrect or late This includes data at year-end	A continuing increase in Fund employers is causing administrative pressure in the Pension Section. This is in terms of receiving accurate and timely data from these new employers who have little or no pension knowledge and employers that change payroll systems so require new reporting processes	Late or inaccurate pension benefits to scheme members Reputation Increased appeals Greater administrative time being spent on individual calculations Failure to meet statutory year-end requirements	lan Howe	Training provided for new employers Guidance notes provided for employers Amended SLA and communication and administration guide distributed to employers making IConnect a statutory requirement by 31/3/2022) Year-end specifications provided Employers are monthly posting	3	3	9	Treat	Inform the Local Pension Board annually Continued development of wider bulk calculations Implemented automation of certain member benefits using monthly data posted from employers Pensions to develop a monthly tracker for employer postings	3	2	6	lan Howe
6		Pens	If contribution bandings and contributions are	Errors by Fund employers payroll systems when	Lower contributions than expected.	lan Howe	Pension Section provides employers with the annual	4	2	8	Treat	Pension Officers check sample cases	4	1	4	lan Howe

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Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
	Employer		not applied correctly, the Fund could receive lower contributions than expected	setting the changes	Incorrect actuarial calculations made by the Fund. Possibly higher employer contributions set than necessary		Pension Section provides employers with contributions rates (full and 50/50) Internal audit check both areas annually and report their findings to the Pensions Manager					at year-end Pension Officers to report major failings to internal audit before the annual audit process Major failings to be reported to the Pensions Board				
7	Employer	Invs	Employer and employee contributions are not paid accurately and on time	Error on the part of the scheme employer CV19 may reduce some employer's income so they are unable to make payment	Potentially reportable to The Pensions Regulator as late payment is a breach of The Pensions Act.	lan Howe	Receipt of contributions is monitored, and late payments are chased quickly. Communication with large commercial employers with a view to early view of funding issues. Internal Audit review on an annual basis and report findings to the Pensions Manager	2	4	8	Treat	Late payers will be reminded of their legal responsibilities.	2	3	6	Declan Keegan

Governance

Ri		a Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
8	Governa	rce Pens	If the Funds In House AVC provider (The Prudential) does not meet its service delivery requirements the Pension Fund is late in making payment of benefits to scheme members	The Fund must offer AVCs as per the Regulations Prudential implemented a new administration system in November 2020 Covid lockdown restrictions and home working	Failure to meet key performance target for making payments of retirement benefits to members Complaints Reputational damage Members may cease paying AVCs	lan Howe	Written to all active scheme members with AVCs Reported it to the Chair of the Pension Boards and Senior Officers Reported to the LGA and other Funds Discussed with the Prudential Weekly list of outstanding cases sent to the Prudential for priority	3	3	9	Treat	Reported the delayed payment of benefits (due to the Prudential's delays) as a material breach to the Pensions Regulator Prudential attended a meeting with the Local Pension Board Prudential working through an improvement plan Prudential engage with Fund Officers positively to quickly resolve issues A national meeting with LGPS Funds and the Prudential took place to develop continued improvements. A further meeting is to follow. A national Framework is being scoped to enable Funds to review	3	1	3	lan Howe

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	Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
_													AVC providers Dialogue with the employers,				
	9	Governance	Pens/Invs	Sub-funds of individual employers are not monitored to ensure that there is the correct balance between risks to the Fund and fair treatment of the employer	Changing financial position of both sub-fund and the employer	Significant financial impact on employing bodies due to need for large increases in employer contribution rates. Risk to the Fund of insolvency of an individual employer. This will ultimately increase the deficit of all other employers.	lan Howe/ Declan Keegan	Ensuring, as far as possible, that the financial position of each employer is understood. Ongoing dialogue with them to ensure that the correct balance between risks and fair treatment continues.	5	2	10	Treat	particularly in the lead up to the setting of new employer contribution rates. Include employer risk profiling as part of the Funding Strategy Statement update. To allow better targeting of default risks Investigate arrangements to de-risk funding arrangements for individual employers. Ensure that the implications of the independent, nonpublic sector status, of further education, sixth form colleges, and the autonomous, non-public sector status of higher education corporations is fully	4	2	8	lan Howe and Declan Keegan

Ri		Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	ı	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
												accounted for in the Funding Strategy				
10	Governance	Invs	Investment decisions are made without having sufficient expertise to properly assess the risks and potential returns	The combination of knowledge at Committee, Officer and Consultant level is not sufficiently high	Poor decisions likely to lead to low returns, which will require higher employer contribution rates	Chris Tambini	Continuing focus on ensuring that there is sufficient expertise to be able to make thoughtfully considered investment decisions	3	3	9	Treat	On-going process of updating and improving the knowledge of everybody involved in the decision-making process	2	2	4	Bhulesh Kachra

Operational

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	I	L	Residual Risk Score	Action owner
11	Operational	Pens	If the Pension Fund fails to hold all pensioner data correctly, including Guaranteed Minimum Pension (GMP) data, individual member's annual Pensions Increase results could be wrong.	From 2018 the pensions section has had responsibility for GMPs creating the need to ensure that this is accounted for in the pensions increases	Overpaying pensions (i.e. for GMP cases pension increases are lower)	lan Howe	Checking of HMRC GMP data to identify any discrepancies. Internal Audit run an annual Pensions Increase result test and provide an annual report of findings	3	3	9	Treat	Officers run the HMRC GMP check on a case by case basis and input the results into member records at retirement	2	1	2	lan Howe

	Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	ı	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
1		Operational	Pens	If the Pensions Section fails to meet the information/cyber security and governance requirements, then there may be a breach of the statutory obligations.	Pensions database now hosted outside of LCC. Employer data submitted through online portal. Member data accessible through member self-service portal (MSS). Data held on third party reporting tool (DART). Greater awareness of information rights by service users.	Diminished public trust in ability of Council to provide services. Loss of confidential information compromising service user safety. Damage to LCC reputation. Financial penalties.	lan Howe	Regular LCC Penetration testing and enhanced IT health checks in place. LCC have achieved PSN compliance. New firewall in place providing two layers of security protection in line with PSN best practice.	5	2	10	Treat	Work with LCC ICT and Aquila Heywood (software suppliers) to establish processes to reduce risk, e.g. can Aquila Heywood demonstrate that they are carrying out regular penetration testing and other related processes take place. Liaise with Audit to establish if any further processes can be put in place in line with best practice. Good governance project and the expected TPR new code of practice to include internal audit reviews of both areas. Report the findings to the Board.	5	1	5	Stuart
1	.3		Pens	If immediate	Human error when	Reputation	lan	Benefit Team	5	2	10	Treat	Developed a new Cyber risk policy A more automated	5	1	5	lan Howe

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Ris no		Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
	Operational		payments are not applied correctly, or there is human error in calculating a pension, scheme members pensions or the one off payments could be wrong	setting up immediate payments or calculating a pension System failures Unable to meet weekly deadlines	Complaints/appeals Time resource used to resolve issues Members one off payments, not paid, paid late, paid incorrectly Over or under payments	Howe	Benefits checked and authorised by different Officers Additional Assistant Team Manager resource provided Training provided to new staff Benefits are checked by a colleague Figures are provided to the member so they can see the value and check these are correct					one-off payment process in place Officers reengineered the retirement process Monitor the structure of the Pension Section to resource the area sufficiently New immediate payments bank account checks system Officers developed an Insights report to identify discrepancies between administration and payroll sides of the system Ongoing officer training notes Continued develop the workflow tasks Funds over and under payment policy				
14		Pens	If all the transfers out checks are not completely fully there could be	Increasing demand for transfers out from members	Reputation Future bad advice claims brought	lan Howe	TPR checks	3	3	9	Treat	Escalation process to Internal Legal Colleagues to check IFA, Company set	3	2	6	lan Howe

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Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	1	L	Residual Risk Score	Action owner
	Operational		future bad advice challenges brought against the Fund's pension administration There are some challenges being lodged from Claims Management Companies on historic transfers out	Increased transfer out activity from Companies interested in tempting people to transfer out their pension benefits Increased complexity on how the receiving schemes are set up Increased challenges on historic transfers	against the Fund IDRP appeals (possible compensation payments) Increased administration time and cost		guidance Queries escalated to Team Manager then Pensions Manager					up, alleged scam activity Further escalation process to external Legal Colleagues Signed up to The Pension Regulator's national pledge "To Combat Pension Scams" National change requires checks on the receiving scheme's arrangements Internal audit review of both transfers in and out of the Fund.				
15	Operational	Pens	Failure to identify the death of a pensioner causing an overpayment, or potential fraud or other financial irregularity	Late or no notification of a deceased pensioner. Fraudulent attempts to continue to claim a pension	Overpayments or financial loss Legal cases claiming money back Reputational damage	lan Howe	Faraday monthly reporting process of UK registered deaths Life certificates for overseas pensioners Defined process governing bank account changes	3	3	9	Treat	Moved to 6 monthly checks, (from one check every 2 years) National Fraud mortality screening for overseas pensioners Targeted review of status for pensioners where the Fund does not hold the current address e.g. care of County Hall or Solicitors	3	1	3	lan Howe

Regulatory

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
16	Regulatory	Pens	The resolution of the McCloud case and 2016 Cost Cap challenge could increase administration significantly resulting in difficulties providing the ongoing pensions administration service	Mr McCloud winning his appeal on age discrimination on public sector pension schemes and the protection afforded to older members during the move to career average benefits, followed by Government losing their right of appeal. The Unions challenge on the	Ultimate outcome on both McCloud and the cost cap are currently unknown but likelihood is; Increasing administration Revision of previous benefits Additional communications Complaints/appeals	lan Howe	Guidance from LGA, Hymans, Treasury	3	3	9	Treat once details are confirmed	Employer bulletin to employers making them aware of the current situation on McCloud Await proposed resolution from the employment tribunal Assisting the LGA on the employer McCloud data template (missing hours April 2014 to date) and the wider	2	3	6	lan Howe

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Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	1	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
				2016 cost cap, could result in possible benefit recalculations if the challenge is successful	Increased costs							No statutory deadline to be set for completion of the work Team set up in the Pension Section to deal with McCloud casework Data being received from the employers and loaded into the administration system System provider to resolve current data loading issues Internal Audit review to ensure guidance received is followed in relation to any members affected by the judgement. Internal Audit review of progress to date. Quarterly updates to the Board				
17		Pens	The implication of the national dashboard project could increase	National decision to implement pension dashboards thereby enabling people to	Increased administration Data cleaning	lan Howe	Initial data cleaning started Contract made with	3	3	9	Treat once final details are confirmed	Work with LCC's internal IT Team Security checked on	3	2	6	lan Howe

Risk no	Risk Area	Service	Risk	Causes (s)	Consequences	Risk Owner	List of current controls	ı	L	Current Risk Score	Risk Response; Tolerate Treat Terminate Transfer	Further Actions / Additional Controls	ı	L	Residual Risk Score	Action owner
			administration	view all their	exercise on		the system provider					the required link to				
			resulting in	pension benefits via	member records		on building the data					allow the access to				
			difficulties	one single			link					secure member				
			providing the	dashboard	Increased system							pension data				
			ongoing pensions		costs											
	Regulatory		administration									GDPR requirements				
	,		service		Additional											
					communications							Quarterly updates to				
												the Board				
					Timing of the											
					national exercise											
					(April 2024)											
					potentially conflicts											
					with McCloud											
					(October 2023)											

Risk Impact Measurement Criteria

Scale	Description	Departmental Service Plan	Internal	Operations	People	Reputation	Financial per annum / per loss
1	Negligible	Little impact to objectives in service plan	Limited disruption service quality sa	to operations and tisfactory	Minor injuries	Public concern restricted to local complaints	Pension Section <£50k Investments Losses expected to be recovered in the short term
2	Minor	Minor impact to service as objectives in service plan are not met	Short term disrupresulting in a mino on partnerships a reduction in service	or adverse impact nd minimal	Minor Injury to those in the Council's care	Minor adverse local / public / media attention and complaints	Pension Section £50k-£250k Minimal effect on budget/cost Investments Some underperformance, but within the bounds of normal market volatility

Scale	Description	Departmental Service Plan	Internal Operations	People	Reputation	Financial per annum / per loss
3	Moderate	Considerable fall in service as objectives in service plan are not met	Sustained moderate level disruption to operations / Relevant partnership relationships strained / Service quality not satisfactory	Potential for minor physical injuries / Stressful experience	Adverse local media public attention	Pension Section £250k - £500k Small increase on budget/cost: Handled within the team/service Investment Underperformance by a manager requiring review by the Investment Sub- committee
4	Major	Major impact to services as objectives in service plan are not met.	Serious disruption to operations with relationships in major partnerships affected / Service quality not acceptable with adverse impact on front line services. Significant disruption of core activities. Key targets missed.	Exposure to dangerous conditions creating potential for serious physical or mental harm	Serious negative regional criticism, with some national coverage	Pension Section £500-£750k. Significant increase in budget/cost. Service budgets exceeded Investment Underperformance of significant proportion of assets leading to a review of the Investment or Funding strategy
5	Very High/Critical	Significant fall/failure in service as objectives in service plan are not met	Long term serious interruption to operations / Major partnerships under threat / Service quality not acceptable with impact on front line services	Exposure to dangerous conditions leading to potential loss of life or permanent physical/mental damage. Life threatening or multiple serious injuries	Prolonged regional and national condemnation, with serious damage to the reputation of the organisation i.e. frontpage headlines, TV. Possible criminal, or high profile, civil action against the Council/Fund, members or officers	Pension Section >£750k Large increase on budget/cost. Investment Employer contributions expect to increase significantly above Funding Strategy requirement

Risk Likelihood Measurement Criteria

Rating Scale Likelihood		Example of Loss/Event Frequency	Probability %
1	Very rare/unlikely	EXCEPTIONAL event. This will probably never happen/recur.	<20%
2 Unlikely		Event NOT EXPECTED. Do not expect it to happen/recur, but it is possible it may do so.	20-40%
3	Possible	LITTLE LIKELIHOOD of event occurring. It might happen or recur occasionally.	40-60%
4	Probable /Likely Event is MORE THAN LIKELY to occur. Will probably happen/recur, but it is not a persisting issue.		60-80%
5	Almost Certain	Reasonable to expect that the event WILL undoubtedly happen/recur, possibly frequently.	>80%

Risk Scoring Matrix

Impact

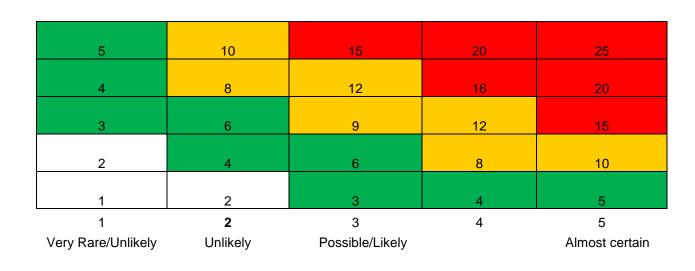
5 Very High/Critical

4 Major

3 Moderate

2 Minor

1 Negligible



Probable/Likely

Likelihood of risk occurring over lifetime of objective (i.e. 12 mths)

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