Independent Governance Group

Outsourced Governance Services

Helping Trustee Boards deliver effective governance with experienced scheme secretarial and governance support.

Effective pension scheme governance has never been more important. Trustee Boards are facing increasing regulatory expectations, growing stakeholder complexity and greater pressure on internal resource. Delivering good governance requires experienced support, clear coordination and robust governance processes that enable Trustees to focus on strategic decision-making.

Independent Governance Group (IGG) acts as a trusted governance partner, providing experienced Scheme Secretaries and governance professionals who become an extension of your Trustee Board. We help coordinate governance activities, manage key processes and ensure schemes continue to operate efficiently, allowing Trustees to focus on their strategic priorities. Put simply, whilst it is the Trustees who make the decisions, the Secretary makes effective decision-making possible.

Choose the level of support that's right for your Trustee Board

Interim Support

Experienced Scheme Secretarial and governance support during periods of change, absence or increased governance activity.

Co-sourced Support

Working alongside your existing pensions or governance team to provide additional expertise, capacity and continuity.

Fully Outsourced

Providing a complete outsourced Scheme Secretarial and governance support service, tailored to your Trustee Board.

Every appointment is supported by the wider expertise of Independent Governance Group, providing access to specialist knowledge whenever it's needed.

Why outsource your governance support?

What governance services can be outsourced?

Our support can be tailored to the needs of your scheme and Trustee Board, from day-to-day Scheme Secretarial support through to wider governance and strategic projects. Example services include:

- Scheme Secretarial services
- Trustee meeting management
- Adviser and stakeholder coordination
- Governance planning and annual work programmes
- Governance records and action tracking
- Support with General Code and ORA governance activities
- Governance reviews and improvement initiatives
- Strategic governance projects

When does outsourced support add the most value?

Outsourced governance support can be particularly valuable when your scheme is:

- Experiencing a gap in governance resource
- Navigating a period of significant change
- Facing increased regulatory or governance requirements
- Undertaking a major strategic project
- Reviewing or strengthening its governance model
- Experiencing increased workload or competing priorities
- Looking to build greater resilience into its governance arrangements

Recruit vs outsource

In-house governance support	Outsource to IGG
Recruitment can be lengthy and resource-intensive	Immediate access to experienced governance professionals
Reliance on fixed level of individual internal resource	Wider team provides greater resilience and continuity
Recruitment costs	No recruitment costs
Knowledge can be lost when people leave	Governance knowledge retained throughout the engagement
Expertise limited to available internal resource	Access to wider specialist expertise as required

Governance support that keeps your Scheme moving

Effective governance depends on more than well-run meetings. It requires clear ownership, consistent follow-through and effective coordination across Trustees, advisers and stakeholders.

Our outsourced governance team provides the structure and practical support needed to keep governance activity on track and allow Trustee Boards to focus their time where it adds most value.

Our support includes

Well-run Trustee meetings

Agendas, papers and meeting logistics coordinated effectively, with the right information available at the right time.

Clear actions and accountability

Actions captured, monitored and progressed between meetings so agreed priorities continue to move forward.

Robust governance records

Maintaining governance records, documentation and action logs.

Structured governance planning

Supporting governance planning and annual work programmes.

Coordinated advisers and stakeholders

A central point of coordination across Trustees, advisers, Sponsors and other stakeholders.

Support through change

Supporting governance reviews, regulatory initiatives and delivering governance improvement projects.

The Scheme Secretary at the heart of effective governance

An experienced Scheme Secretary plays a central role in the effective operation of the Trustee Board.

Acting as a central point of coordination across Trustees, advisers and stakeholders, they help ensure governance activities are delivered efficiently, governance processes remain on track and Trustees are equipped to make informed decisions.

Responsibilities typically include:

- Managing Trustee meetings and governance activities
- Preparing agendas, papers and meeting documentation
- Coordinating advisers and key stakeholders
- Maintaining governance records and action logs
- Supporting governance planning and annual work programmes
- Monitoring progress against agreed actions

How IGG helps deliver effective governance

As governance expectations continue to increase, many Trustee Boards are looking for experienced support without increasing permanent resource. Outsourcing governance support provides immediate access to experienced Scheme Secretaries and governance professionals, helping improve continuity, reduce key person risk and strengthen governance arrangements while allowing Trustees to focus on strategic priorities.

Acting as an extension of your Trustee Board, our experienced Scheme Secretaries provide the structure and coordination that underpin effective governance. We work collaboratively with Trustees, Sponsors, administrators and advisers to help ensure governance activities are delivered efficiently, responsibilities are clearly managed and agreed actions are progressed. Whether you need a fully outsourced Scheme Secretary, additional governance resource or interim support, our flexible approach provides the right level of expertise when you need it.

Client success story

Challenge

The client required additional Scheme Secretarial resource while its existing in-house pensions team focused on a major administration project, with governance activity needing to continue without disruption.

Solution

IGG embedded experienced governance and secretarial resource within the existing team, on a fixed term secondment, supporting Trustee and Committee meetings, preparing papers and minutes, managing actions and wider governance responsibilities.

Outcome

- ✔ Trustee and Committee governance continued to agreed timescales.
- ✔ Continuity maintained throughout the engagement.
- ✔ Support flexed across two schemes as resourcing needs changed.

The scale behind our expertise

44,000+
Hours spent supporting OGS clients each year

130+
Secretarial and governance appointments

80+
Governance specialists within our OGS team

£40bn+
Assets Under Management by our OGS team

Why Independent Governance Group?

Independent Governance Group (IGG) is one of the UK's leading providers of professional pensions trusteeship, governance and communication services.

People

We have one of the largest and most experienced teams in professional pensions support. Our dedicated team of 200+ professionals, with diverse backgrounds and specialist expertise, delivers high-quality outcomes with integrity, professionalism and efficiency.

Excellence

Pensions governance is complex and constantly evolving. We invest heavily in training and knowledge-sharing to stay ahead of regulatory, technical and market developments, enabling us to deliver innovative, practical solutions aligned to our clients' objectives.

Partnership

We act in the best interests of the scheme, its members and the sponsoring employer. Our approach is commercial, collaborative and outcome-focused, ensuring decisions are balanced, well-judged and deliverable.

Independence

We bring independence of thought to everything we do and work with the best advisers for any role or project. This approach allows us to recommend the most appropriate expertise for each task and deliver genuine value. Clients also benefit from our constructive relationships with key bodies such as The Pensions Regulator and the Pension Protection Fund.

Value

Our broad, multi-layered team ensures work is carried out by the right people at the right level. Streamlined governance processes and clear accountability reduce duplication, improve decision-making and deliver meaningful cost efficiencies.

We'd be delighted to discuss how our Outsourced Governance Services team can support your Trustee Board. Please reach out to our key contact:

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