

**Wiltshire Pension Fund Board - Actions Log**

<b>Minute reference</b>	<b>Section</b>	<b>Meeting Action</b>
59 (11/10/18) (Was 13.3)	Governance (Fund Delegations and Controls)	To request the development of a formal record of Brunel, Committee and officer delegations in respect of; a) clarifying where different responsibilities should sit; b) the flow of communications between the various parties; and c) the level of decision making assigned to each party
73 (06/08/20)	Governance (Cyber Security)	Fund officers to work with ICT to develop an annual report for submission to the Fund's Board & Committee
73 (06/08/20)	Governance (Cyber Security)	From 2021 the scope of the SWAP internal audit on GDPR is broadened to include internal controls relating to system access & request key security audits of ICT
89 (15/10/20)	Governance (SWAP Audit 2020/21)	An update on any outstanding recommendations would be brought forth to the Board in February 2021 to reassure members that action was being taken
90 (15/10/20)	Governance (SWAP Audit 2021/22)	The Board recommended that Fund officers request sight of SWAP Internal audit reports from other key service areas subject to the adherence of Council protocols.
110 (18/02/21)	Governance (Training)	To monitor members' training records and self-development progress on a no more than sixth-monthly basis
118 (18/02/21)	Governance (GCS)	Officers should change the Governance Compliance Statement to include external assurance in conjunction with any confirmed changes arising from the Scheme Advisory Board's Good Governance Review
122 (18/02/21)	Governance (Overseas pensioner existence exercise)	A further update should be provided at the next Board meeting of the outcome of the remaining non-respondees
127 (18/02/21)	Governance (Payroll reconciliation)	Further updates on the project to be brought to all future meetings until the situation is resolved
22 (20/05/21)	Administration (Payroll Reconciliation)	Before any recovery processes are started, the Fund obtains advice on the legal position in relation to the recovery, or partial recovery, of over-payments, in terms of evidential requirements, any past case law, and the robustness of the decision making processes in this area
23 (20/05/21)	Accounts (Fund Report & Accounts 2019/20)	With reference to the continued delay in the sign-off of the Administering Authority accounts for 2019/20, the Board recommends that the Pension Committee requests an update from Wiltshire County Council on the position for the next meeting of the Pension Committee.

Task owner	Target date for completion	Completed and reported to last meeting
AC	31/03/2021 (ASAP)	24/08/21 - Minute 31
AC	31/08/21	24/08/21 - Minute 45
RB	31/08/21	Agenda item - Risk Register
AC	18/02/21	Agenda item - Risk Register
RB	19/08/21	24/08/2021 - Minute 45
MS	11/11/21	Agenda item
RB	17/02/22	
AC	20/05/21	11/11/2021 - Item 9
AC	20/05/21	24/08/21 - Minute 31
AC	24/08/21	24/08/21 - Minute 39
JD	24/06/21	