Wiltshire Council

AGENDA

Meeting: **Local Pension Board**

Place: **Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN**

Date: **Wednesday 1 November 2023**

Time: **10.00 am**

Please direct any enquiries on this Agenda to Stuart Figini of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718221; email stuart.figini@wiltshire.gov.uk or committee@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

James Nicholson
Mark Spilsbury (Chairman)
Marlene Corbey (Vice-Chairman)
Paul Smith

Laura Fisher
Mike Pankiewicz
George Simmonds

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Wiltshire Council may record this meeting for live and/or subsequent broadcast. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By submitting a statement or question for a meeting you are consenting that you may be recorded presenting this and that in any case your name will be made available on the public record. The meeting may also be recorded by the press or members of the public.

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Bourne Hill, Salisbury
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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult Part 4 of the council's constitution.

The full constitution can be found at this link.

Our privacy policy is found here.

For assistance on these and other matters please contact the officer named above for details

Items to be considered	**Time**

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PART 1

Items to be considered when the meeting is open to the public.

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1 **Membership**

To note any changes to the membership of the Board.

2 **Attendance of Non-Members of the Board**

To note the attendance of any non-members of the Board present.

3 **Apologies**

To receive any apologies for absence or substitutions for the meeting.

4 **Minutes** *(Pages 7 - 16)*

To approve and sign as a true and correct record the Part I (public) minutes of the previous meeting held on 10 August 2023.

The Board's action log is also attached for members' information.

5 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

6 **Chairman's Announcements**

To receive any announcements through the Chairman.

7 **Public Participation**

The Board welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above (acting on behalf of the Corporate Director), no later than **5pm on Wednesday 25 October 2023** in order to be guaranteed a written

response prior to the meeting. Any question received between the above deadline, and no later than **5pm Friday 27 October 2023**, may only receive a verbal response at the meeting.

Please contact the officer named on the first page of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Board members prior to the meeting and made available at the meeting and on the Council's website.

8   **Minutes and Key Decisions of the Wiltshire Pension Fund Committee** *(Pages 17 - 22)*

To consider the Part I (public) minutes of the Wiltshire Pension Fund Committee held on 14 September 2023.

9   **Headlines & Monitoring (HAM) Report** *(Pages 23 - 64)*   **10.15am**

A report for the Board's ongoing oversight of:

- Scheme, Regulatory, Legal and Fund Update
- Risk Register
- Administration KPI update – 1 July 2023 to 30 September 2023

    a) Key business plan items – Aggregation Backlogs / i-Connect & Controls / Resourcing
    b) Outsourcing updates
    c) ABS & PSS updates

- Audit update 2022/23

    a) SWAP Audit 2022/23
    b) Audit schedule

10   **Training**   **10.35am**

McCloud – The background, approach & remedy to "McCloud". To be delivered by the Operations Manager.

11   **KPI Improvement Plan**   **10.50am**

The Head of Wiltshire Pension Fund and the Pension Administration Lead will update the Board on the draft KPI Improvement Plan.

12   **Key Financial Controls** *(Pages 65 - 72)*   **11.00am**

An update by the Investment and Accounting Team Lead concerning the operational accounting arrangements, monitoring

of the quarterly budget.

13   **Responsible Investment Update** *(Pages 73 - 104)*   **11.10am**

The Head of Wiltshire Pension Fund will provide an update concerning the Fund's Responsible Investment policy.

14   **Audit Plan 2024/25** *(Pages 105 - 106)*   **11.20am**

The Fund Governance Manager will present a draft audit plan for the Fund for the Scheme Year 2024/25.

15   **South-West Unison Response to LGPS Investments** *(Pages 107 - 116)*   **11.30am**

An update by the Vice-Chair of the Board concerning the South-West Unison Response to LGPS Investments.

16   **Urgent Items**

Any other items of business which, in the opinion of the Chairman, should be considered as a matter of urgency. Urgent items of a confidential nature may be considered under Part II of this agenda.

17   **Date of Next Meeting and Forward Work Plan** *(Pages 117 - 126)*   **11.45am**

To note that the next ordinary meeting of the Board will be held on 13 February 2024.

The Board to review its Scheme Year Forward Work Plan which is attached for members' consideration.

18   **Exclusion of the Public**

To consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Numbers 19-22 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

PART II

Item(s) during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed.

19   **Minutes and Key Decisions of the Wiltshire Pension Fund Committee** *(Pages 127 - 134)*   **11.50am**

To consider the Part II (private) minutes of the Wiltshire Pension Fund Committee held on 14 September 2023.

20   **Integrated Payroll System Project** *(Pages 135 - 140)*   **12.00pm**

The Fund Operations Manager will present an update concerning the new Altair payroll system and the migration from SAP to Oracle. To include the SWAP audit report.

21   **Fraud Case**   **12.10pm**

The Head of Wiltshire Pension Fund will update the Board on a case of customer fraud.

22   **Local Pension Board Minutes** *(Pages 141 - 148)*   **12.20pm**

To confirm the Part 2 (confidential) minutes of the meeting held on 10 August 2023.