

AGENDA

Meeting: Local Pension Board
Place: The Salisbury Room - County Hall, Trowbridge
Date: Thursday 12 July 2018
Time: 10.30 am

Please direct any enquiries on this Agenda to Libby Johnstone, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718214 or email libby.johnstone@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:

David Bowater
Cllr Richard Britton
Sarah Holbrook

Mike Pankiewicz (Vice-Chairman)
Howard Pearce (Chairman)
Barry Reed

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Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. 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.

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County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

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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](#).

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

PART 1

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

Membership

To note any changes to the membership of the Board.

2 **Apologies**

To receive any apologies for absence.

3 **Minutes** (*Pages 7 - 20*)

To confirm as a true and correct record the minutes of the previous meeting held on 15 March 2018.

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

4 **Declarations of Interest**

To receive any declarations of disclosable interest.

Board Members' Registers of Interest are available [here](#), members are reminded to review their RoI on a regular basis and report any changes to Democratic Services.

5 **Chairman's Announcements**

To receive any announcements through the Chairman.

6 **Public Participation and Councillors Questions**

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 Thursday 5 July in order to be guaranteed a written response prior to the meeting. Any question received between the above deadline, and no later than 5pm two clear working days before the meeting, 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.

7 **Election of Vice Chairman**

To appoint a Vice-Chairman for the Board from the Employer Member Representatives.

8 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee** *(Pages 21 - 28)*

To consider the Part 1 (public) minutes of the Wiltshire Pension Fund Committee held on 21 June.

9 **Draft Statement of Accounts** *(Pages 29 - 64)* **10:35am**

The Chief Accountant will present the draft annual accounts for consideration.

10 **Training item: GDPR** *(Pages 65 - 74)* **10:50am**

A presentation by the Governance & Performance Manager on how GDPR affects the Pension Fund

11 **GDPR Progress Update** *(Pages 75 - 78)* **11:00am**

A report updating the LPB on the Fund's progress on implementing GDPR

12 **Local Pension Board Annual Report** *(Pages 79 - 104)* **11:10am**

The Board is invited to consider the Annual Report.

13 **The Pensions Regulator Code of Practice 14 Record Keeping Compliance** *(Pages 105 - 108)* **11:20am**

Members are asked to note the Fund's self-assessment against the tPR Code of Practice No 14

14 **Internal Audit report** *(Pages 109 - 122)* **11:30am**

The Head of Pensions Administration and Relations will introduce the latest internal audit report on financial controls.

15 **Scheme Legal, Regulatory and Fund update** *(Pages 123 - 130)* **11:40am**

A report provides an update on the latest Scheme, Legal, Regulatory and Fund developments for the Board's information.

- 16 **Risk Register Update** *(Pages 131 - 138)* **11:50am**
A report presents the current Risk Register for the Wiltshire Pension Fund for review by the Board.
- 17 **Quarterly Update on Key Performance Indicators** *(Pages 139 - 146)* **12:00pm**
A report presents the Fund's administration Key Performance Indicators for review by the Board.
- 18 **Review Fund Communication: Employers and Members** *(Pages 147 - 156)* **12:10pm**
A presentation by the Fund Communications Manager on the Fund Communications.
- 19 **Investment Strategy Statement** *(Pages 157 - 198)* **12:20pm**
A short report updating the 2017 version for recent changes and incorporating some additional information about Brunel.
- 20 **LPB Training Strategy Update 2018** *(Pages 199 - 202)* **12:30pm**
An update from the Governance & Performance Manager on the Board's training plan.
- 21 **How did the Board do?**
The Chairman will lead a discussion on how the meeting went and request feedback on how the Board could be developed, and feedback any relevant updates.
- 22 **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.
- 23 **Date of next meeting and Forward Plan** *(Pages 203 - 206)*
The next meeting of the Board will be held on 11 October 2018, other future dates can be found [here](#).
The Board's Forward Work Plan is attached for members' consideration.
- 24 **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 25-28 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.

- 25 **LPB Insurance Indemnity Policy update** *(Pages 207 - 210)* **12:50pm**
A paper reviewing the existing policy and recommending that officers review the policy is presented for consideration.
- 26 **Brunel Pension Partnership update** *(Pages 211 - 216)* **13:00pm**
To receive a verbal update on the implementation of Brunel Pension Partnership.
- 27 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee, Investment Sub-Committee and Brunel Oversight Board** *(Pages 217 - 226)* **13:10pm**
To consider the Part 2 (private) minutes of the meetings of the Wiltshire Pension Fund Committee and Investment Sub-Committee held on 21st and 7th June, and of the Brunel Oversight Board on 22nd March.
- 28 **Minutes** *(Pages 227 - 234)* **13:20pm**
To confirm as a true and correct record the Part 2 minutes of the meeting held on 15 March 2018.

Close 13:30pm