

AGENDA

Meeting: Local Pension Board
Place: [Access the online meeting here](#)
Date: Tuesday 24 August 2021
Time: 10.00 am

Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email kieran.elliott@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:

Mark Spilsbury (Chairman)	Ian Jones
Paul Smith (Vice-Chairman)	Rod Lauder
Marlene Corbey	Mike Pankiewicz

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Items to be considered

Time

PART 1

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

1 **Membership** **10.00**

To note any changes to the membership of the Board.

2 **Attendance of non-members of the Board**

3 **Apologies**

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

4 **Minutes and Action Tracking** (Pages 7 - 18)

To confirm as a true and correct record the minutes of the previous meeting held on 20 May 2021.

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 Council welcomes contributions from members of the public. During the ongoing COVID-19 situation the Council is operating revised procedures and the public are able participate in meetings online after registering with the officer named on this agenda, and in accordance with the deadlines below.

[Guidance on how to participate in this meeting online.](#)

Statements

Members of the public who wish to submit a statement in relation to an item on this agenda should submit this electronically to the officer named on this agenda no later than 5pm on Friday 20 August 2021.

Statements should:

- State whom the statement is from (including if representing another person or organisation)

- Clearly state the key points
- If read aloud, be readable in approximately 3 minutes

Up to three speakers are allowed for each item on the agenda.

Questions

Those wishing to ask questions are required to give notice of any such questions electronically to the officer named on the front of this agenda no later than 5pm on Tuesday 17 August 2021 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on Thursday 19 August 2021.

Please contact the officer named on the front 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 members prior to the meeting and made available at the meeting and on the Council's website; they will be taken as read at the meeting.

- 8 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee and Investment Sub-Committee** *(Pages 19 - 32)*
- To consider the Part 1 (public) minutes of the Wiltshire Pension Fund Committees held on 24 June 2021 and the Investment Sub-Committee minutes held on 10 June 2021.
- 9 **Scheme, Legal, Regulatory and Fund Update** *(Pages 33 - 36)* **10.15**
- To consider a report providing an update on the latest Scheme, Legal, Regulatory and Fund developments for the Board's information.
- 10 **Training Update** **10.25**
- To receive feedback on the release of Hymans Robertson on-line training portal, plus a summary of the training & development plan to date.
- 11 **Administration Quarterly Key Performance Indicators** *(Pages 37 - 48)* **10.35**
- A report presenting the Fund's administration Key Performance Indicators for review by the Board from the Head of Pension Administration and Relations.
- 12 **Pensioner Payroll Database Reconciliation** *(Pages 49 - 50)* **10.45**
- An update report from the Head of Pension Administration and Relations.

13 **tPR Governance & Administration Survey** (Pages 51 - 56) **10.55**

A brief update outlining the finding & recommendations of the latest tPR survey issued in June 2021 by the Fund Governance and Performance Manager.

14 **Risk Register Update** (Pages 57 - 64) **11.05**

A report presenting the Risk Register for the Wiltshire Pension Fund for review by the Board by the Fund Governance and Performance Manager.

15 **Urgent Items** **11.15**

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.

16 **Date of Next Meeting and Forward Work Plan** (Pages 65 - 70) **11.25**

The next meeting of the Board will be held on 11 November 2021.

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

17 **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 18-23 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.

18 **Fund Data Security, Cyber Resilience & Business Continuity Planning** (Pages 71 - 108) **11.30**

A paper outlining the Fund arrangements with its two key software providers & its compliance with the Regulator's guidance.

19 **Key Financial Controls** (Pages 109 - 116) **11.40**

An update report on the Fund's key financial controls by the Head

of Pension Fund Investments.

20 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee and Investment Sub-Committee** *(Pages 117 - 132)* **11.50**

To consider the Part II (private) minutes, and recommendations arising, from the meeting of the Wiltshire Pension Fund Committee held on 24 June 2021 and the Investment Sub-Committee held on 10 June 2021.

21 **Brunel Governance Review Update** **12.00**

An update on the BPP governance arrangements by the Head of Pension Fund Investments.

22 **Local Pension Board Minutes** *(Pages 133 - 144)* **12.10**

To approve and sign as a true and correct record the Part II (private) minutes of the previous meeting held on 20 May 2021.

23 **Urgent Items** **12.20**

Items agreed by the Chair to be discussed include;

- a) To receive members feedback on whether meetings should continue to be held virtually