

AGENDA SUPPLEMENT (1)

Meeting: Local Pension Board
Place: West Wilts Committee Room, County Hall, BA14 8JN
Date: Thursday 24 January 2019
Time: 10.00 am

The Agenda for the above meeting was published on Wednesday 16 January 2019. Additional documents are now available and are attached to this Agenda Supplement.

Please direct any enquiries on this Agenda to Jim Brewster 01225 718242, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718214 or email jim.brewster@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

18 **Date of next meeting and Forward Plan** *(Pages 3 - 6)*

Also link to [Action Log](#)

DATE OF PUBLICATION: Thursday 17 January 2019

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LOCAL PENSION BOARD - WORK PLAN

Meeting:	Oct 18	Jan 19	Apr 19	Jul 19	Oct 19
Standard Items:					
Membership	✓	✓	✓	✓	✓
Attendance of Non Members	✓	✓	✓	✓	✓
Apologies for absence	✓	✓	✓	✓	✓
Minutes of last Board & matters arising not on agenda	✓	✓	✓	✓	✓
Chairman's announcements	✓	✓	✓	✓	✓
Declaration of Interest	✓	✓	✓	✓	✓
Public Participation	✓	✓	✓	✓	✓
Date of Next Meeting	✓	✓	✓	✓	✓
Urgent Items	✓	✓	✓	✓	✓
Main business items:					
Board Governance					
Election of Vice Chair					
Board Budget setting		✓			
Board KPIs to monitor		✓	✓	✓	✓
Board Annual Report			✓		
Review Board's Terms of Reference (if and as required)					
Board Annual Training Plan Update	✓				✓
Training Item relevant to agenda	TBC	New Admin Software being implemented			
Code of Conduct & Conflicts of Interest Policy	✓				
Role & purpose of the LPB		✓			
Forward Work Plan Review	✓	✓	✓	✓	✓
Review - how did the Board do?	✓	✓	✓	✓	✓
Meeting:	Oct 18	Jan 19	Apr 19	Jul 19	Oct 19
Fund Governance					
Scheme Legal, Regulatory & Fund update	✓	✓	✓	✓	✓

Review of Risk Register	✓	✓	✓	✓	✓
Fund update & comments on minutes of PC & ISC	✓	✓	✓	✓	✓
Review Governance Compliance Statement					
Review Fund Training Programme		✓			
Review all Fund Declarations of Interest	✓				
tPR Code of Practice 14/record keeping compliance survey results			✓		
Results of national LGPS KPI survey and Funds own KPIs	✓				
Review external advisor appointments process/controls and internal SLAs	✓				
Review Triennial Valuation Process					
Review Triennial Valuation Results					✓
Review fund delegations and internal controls				✓	
Review CIPFA Admin, WM investment and other Fund benchmarking results					✓
Meeting:	Oct 18	Jan 19	Apr 19	Jul 19	Oct 19
Fund Plans, Policies & Strategies					
Review Fund Annual Business Plan			✓		
Review Admin Strategy & Charge Out Rates			✓		
Review Admin Authority Discretions				✓	
Review Funding Strategy Statement				✓	
Review Statement of Investment Principles/compliance with FRC stewardship code					✓
Review Investment Strategy Statement					✓
Meeting:	Oct 18	Jan 19	Apr 19	Jul 19	Oct 19
Administration					
Review employers compliance (data)					

Review Fund fraud risk prevention and mitigation measures	✓				
Review Fund website contents/resilience				✓	
Review of Fund IDRP procedures & cases			✓		
Review Fund Communications (employers/members)			✓		
Review of Data Security & Business Recovery				✓	
Review GMP reconciliation process				✓	
Benchmark Annual Report with other Funds					✓
Review of Annual Benefit Statement process					✓
Financials & Audit					
Review Fund Annual Report	✓				✓
Review Fund Annual Accounts				✓	
Review Internal Audit Report				✓	
Review External Audit Report	✓				✓
Input to Annual External Audit Plan			✓		
Input to Annual Internal Audit Plan	✓				✓

Total number of Agenda Items:	27	22	25	26	28
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