

AGENDA

Meeting: Local Pension Board
Place: The Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Thursday 6 April 2017
Time: 11AM– PLEASE NOTE THE CHANGE OF START TIME FROM 10:30AM

Please direct any enquiries on this Agenda to Libby Beale, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718214 or email elizabeth.beale@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

Chairman's Briefing:

Date	Time	Location
6 April 2017	10am	Kennet Room, County Hall

Membership:

Howard Pearce (Chairman)	Lynda Croft (Vice Chairman)
Mike Pankiewicz	Sarah Holbrook
David Bowater	Cllr Christopher Newbury
Barry Reed	

RECORDING AND BROADCASTING NOTIFICATION

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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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website and available on request.

If you have any queries please contact Democratic Services using the contact details above.

AGENDA

Part 1

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

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.

4 **Minutes** (*Pages 7 - 26*)

To confirm as a true and correct record the minutes of the previous meeting held on 25 January 2017.

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

5 **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.

6 **Chairman's Announcements**

To receive any announcements through the Chairman.

7 **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 30th April 2017** 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.

8 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee and Investment Sub-Committee** *(Pages 27 - 42)*

To consider the Part 1 (public) minutes of the Wiltshire Pension Fund Committee held on 23 March 2017 and Investment Sub Committee held on 1 March 2017.

9 **Scheme Legal, Regulatory and Fund update** *(Pages 43 - 48)*

A report highlights the latest updates including the Pension Regulator's data toolkit.

10 **Data Protection and Quality Standards**

Hymans Robertson present a training session on the Fund's requirements for data protection and quality standards in line with the Pension's Regulator Code of Practice and latest guidance.

11 **Wiltshire Pension Fund Administration Key Performance Indicators** *(Pages 49 - 54)*

A report updates the Board on the implementation of KPIs for the Fund in respect of its administration service

12 **Risk Register update** *(Pages 55 - 62)*

A report presents the current Risk Register for the Wiltshire Pension Fund for review.

13 **Internal Audit Key Controls report and update on actions from previous audits** *(Pages 63 - 80)*

A report from both the Head of Pensions and the South West Audit Partnership presents the Key Controls report for the Wiltshire Pension Fund and provides an update of the actions from the previous reports

14 **Review of Investment Strategy Statement** *(Pages 81 - 124)*

A report updates the Board on the Investment Strategy Statement approved by the Committee on 23 March 2017.

15 **Business Plan update** *(Pages 125 - 134)*

A report updates the Board on the actions completed and those due in 2017 outlined in the current Pension Fund Business Plan.

16 **Review of Fund Communication**

A verbal report from the Communications Manager on the current communications and latest developments

17 **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 for members to feedback any relevant updates.

18 **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.

19 **Date of next meeting and Forward Plan** *(Pages 135 - 138)*

The next meeting of the Board will be held on 13 July 2017, other future dates can be found [here](#).

The Board's Forward Work Plan is attached for members' consideration.

20 **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 21-25 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.

21 **Review of Internal Dispute Procedures** *(Pages 139 - 168)*

A report outlines the process for Internal Disputes for the Board to review.

22 **Brunel Pension Partnership update** *(Pages 169 - 174)*

A report provides an update on the latest position with regards the implementation of the Brunel Pension Partnership.

23 **Local Pension Board Indemnity Insurance Update** *(Pages 175 - 196)*

A confidential report presents the options available to the Local Pension Board in respect of indemnity insurance for its members.

24 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee and Investment Sub Committee** *(Pages 197 - 212)*

To consider the Part 2 (private) minutes of the meetings of the Wiltshire Pension Fund Committee held on 23 March 2017 and the Investment Sub-Committee held on 1 March 2017.

25 **Minutes** *(Pages 213 - 222)*

To confirm as a true and correct record the Part 2 minutes of the meeting held on 25 January 2017.

Close