

AGENDA

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

Please direct any enquiries on this Agenda to Jim Brewster 01225 718242, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 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

Chairman's Briefing 9.30am - West Wilts Committee Room, County Hall

Membership:

| | |
|--------------------------------|--------------------------|
| David Bowater | Howard Pearce (Chairman) |
| Cllr Richard Britton | Barry Reed |
| Sarah Holbrook (Vice Chairman) | |

Recording and Broadcasting Information

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.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

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

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

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.

1 **Welcome**

To note any changes to the membership of the Board.

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

2 **Apologies**

To receive any apologies for absence.

3 **Minutes and action tracking** *(Pages 7 - 22)*

To confirm as a true and correct record the minutes of the previous meeting held on Thursday 11 October 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 Wednesday 16 January** in order to be guaranteed a written response prior to the meeting. Any question received between the above deadline, and no later than **5pm Monday 21 January**, 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 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee** *(Pages 23 - 28)*
- To consider the Part 1 (public) minutes of the Wiltshire Pension Fund Committee held on 12 December 2018.
- 8 **Training Item: Introduction of new software and use of new online services** *(Pages 29 - 40)* **10:35am**
- A training item delivered by officers outlining the key software and changes to online services which the Fund is currently implementing including the identified benefits, risks and controls in place for each.
- 9 **Governance Effectiveness Review** *(Pages 41 - 62)* **10:50am**
- A summary of the results of a recent survey undertaken by Hymans-Robertson on the effectiveness of Pension Committees and Boards.
- 10 **LPB self-assessment against its achievement of its core functions 2015-2018** *(Pages 63 - 66)* **11:00am**
- A paper produced by officers and the Chairman of the Board comparing the LPB's achievement to date against its core function as defined with the LPB terms of reference produced
- 11 **LPB Training policy and plan for 2019-2020** *(Pages 67 - 132)* **11:10am**
- A report from the Governance and Performance Manager.
- 12 **LPB Budget 2019-2020** *(Pages 133 - 134)* **11:20am**
- The board is asked to approve its own budget ahead of presentation of the full budget to the Committee in March.
- 13 **Scheme, Legal, Regulatory and Fund update** *(Pages 135 - 138)* **11:30am**
- A report provides an update on the latest Scheme, Legal, Regulatory and Fund developments for the Board's information.

14 **Risk Register** (Pages 139 - 152) **11:40am**

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

15 **Administration Key Performance Indicators** (Pages 153 - 160) **11:50am**

A report presents the Fund's administration Key Performance Indicators for review by the Board.

16 **How did the Board do?** **12:00pm**

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.

17 **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.

18 **Date of next meeting and Forward Plan** (Pages 161 - 164) **12:10am**

The next meeting of the Board will be held on **Thursday 23 May 2019 10:30am** other future dates can be found [here](#).

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

19 **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 20 - 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.

- 20 **Brunel Pension Partnership update** **12:20pm**
 A verbal update by the Investment Manager.
- 21 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee and Investment Sub-Committee** **12:30pm**
(Pages 165 - 170)
 To consider the Part 2 (private) minutes of the meetings of the Wiltshire Pension Fund Committee and Investment Sub-Committee held on 12 December 2018.
- 22 **Local Pension Board Minutes** **12:35pm**
(Pages 171 - 178)
 To confirm as a true and correct record the Part 2 minutes of the meeting held on 11 October 2018.