

# AGENDA

**Meeting:** Wiltshire Pension Fund Committee  
**Place:** Kennet Room - County Hall, Bythesea Road, Trowbridge,  
BA14 8JN  
**Date:** Thursday 6 October 2022  
**Time:** 10.00 am

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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](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114/713115.

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## Membership:

### Voting Membership

#### Wiltshire Council Members:

Cllr Richard Britton (Chairman)  
Cllr George Jeans  
Cllr Gordon King  
Cllr Christopher Newbury  
Cllr Jonathon Seed

#### Substitute Members

Cllr Pauline Church  
Cllr Ernie Clark  
Cllr Sarah Gibson  
Cllr Gavin Grant  
Cllr Carole King  
Cllr Dr Nick Murry  
Cllr Ian Thorn  
Cllr Robert Yuill

#### Swindon Borough Council Members

Cllr Steve Heyes  
Cllr Kevin Small

#### Substitute Members

Cllr Vijay Manro

#### Employer Body Representatives

Tracy Adams  
Claire Anthony

### **Non-voting Membership**

#### Observers

Stuart Dark  
Mike Pankiewicz

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**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

## Items to be considered

Time

### PART I

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

1 **Apologies**

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

**10.00**

2 **Minutes of Previous Meetings** *(Pages 7 - 12)*

To approve and sign as a true and correct record the Part I (public) minutes of the previous meeting held on 5 September 2022.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chairman.

5 **Review of actions arising from previous meetings** *(Pages 13 - 14)*

To review progress on any actions requested by the Committee in previous meetings.

6 **Review of the Minutes of the Local Pension Board** *(Pages 15 - 24)*

To receive the minutes of the meeting of the Local Pension Board held on 18 August 2022. To review the summary of the recommendations made by the Board.

7 **Public Participation**

The Council 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 on the front of the agenda for any further clarification.

**Questions**

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on 29 September 2022 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 3 October 2022. 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 Committee members prior to the meeting and made available at the meeting and on the Council's website.

- 8 **Headlines and Monitoring (HAM)** *(Pages 25 - 60)* **10.05**
- A report for the committee's ongoing oversight of:
- Scheme, Regulatory, Legal and Fund Update
  - Key Performance Indicators (KPIs)
    - a) Period – 1 July 2022 to 30 September 2022.
    - b) ABS issuance update
  - Risk Register
  - Internal audit update
  - Training update
- 9 **Business Plan 2022-2023** *(Pages 61 - 66)* **10.15**
- The Head of Wiltshire Pension Fund will present a report updating members on progress against the Plan's objectives.
- 10 **Key Financial Controls** *(Pages 67 - 76)* **10.25**
- Budget Monitoring 2022/23 & AVC Performance review
- 11 **AVC Performance Review** *(Pages 77 - 80)* **10.35**
- To receive an update report on the Fund's AVC providers
- 12 **Pension Payroll Database Reconciliation** *(Pages 81 - 84)* **10.45**
- A receive an update report on the progress of the project.
- 13 **Committee Forward Work Plan** *(Pages 85 - 92)* **10.55**
- To review the work plan for the committee 2022-23.
- 14 **Date of Next Meeting**
- To confirm the date of the next administration focused committee meeting on 14 Decmeber 2022.
- 15 **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.

16 **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 17-20 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 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*

17 **Minutes of Previous Meetings** (Pages 93 - 98) **11.05**

To approve and sign as a true and correct record the Part II (private) minutes of the previous meeting held on 5 September 2022.

18 **Local Pension Board Minutes** (Pages 99 - 106)

To receive the Part II (Private) minutes of the meeting of the Local Pension Board held on 18 August 2022.

19 **Cyber Security Review** (Pages 107 - 128) **11.15**

A report presenting Aon's cyber security analysis and recommendations.

20 **Brunel Governance Update** (Pages 129 - 130) **11.35**

To receive a verbal update regarding ongoing Brunel governance arrangements.