

AGENDA

Meeting: Local Pension Board

Place: Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN

Date: Thursday 7 November 2024

Time: 10.00 am

Please direct any enquiries on this Agenda to Stuart Figini of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718221 or email stuart.figini@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)
Marlene Corbey
Laura Fisher

Mike Pankiewicz
Karl Read
George Simmonds (Vice-
Chairman)

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Bourne Hill, Salisbury
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](#).

Our privacy policy is found [here](#).

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 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 - 18)

To confirm as a true and correct record the minutes of the previous meeting held on 23 September 2024.

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 or monitoring Officer.

6 Chairman's Announcements

To receive any announcements through the Chairman.

7 Public Participation

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 31 October 2024 in order to be guaranteed a written response prior to the meeting. Any question received between the above deadline, and

no later than 5pm on 4 November 2024, 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** *(Pages 19 - 36)*

To consider the Part 1 (public) minutes of the Wiltshire Pension Fund Committees held on 19 September & 10 October 2024.

9 **Headlines & Monitoring (HAM) Report** *(Pages 37 - 80)* **10:15**

A report for the Board's ongoing oversight of:

- Scheme, Regulatory, Legal and Fund Update
- Health Check Dashboard – To 30 September 2024
- Risk Register
- Administration KPIs – 1 July 2024 to 30 September 2024
 - Strategic projects update – McCloud & Pension Dashboard
- Audit update – SWAP KC actions

10 **KPI Improvement Plan** *(Pages 81 - 86)* **10:35**

An update by the Administration Team Lead concerning progress against the KPI Improvement Plan.

11 **Key Financial Controls** *(Pages 87 - 92)* **10:45**

An update by the Investment and Accounting Team Lead concerning the operational accounting arrangements, monitoring of the quarterly budget.

12 **Pension Administration Strategy** **10:55**

The Pension Administration Lead will provide a verbal update.

13 **Integrated payroll system update** **11:05**

The Pension Administration Lead will present a “integrated payroll system” update concerning the transfer of the Fund's from Oracle to Altair.

- 14 **Integrated immediate payments update** *(Pages 93 - 94)* **11:15**
- The Pension Administration Lead will present an immediate payment update covering debt recovery arrangements.
- 15 **Cyber Security and Business Continuity update** *(Pages 95 - 136)* **11:25**
- The Fund Operations Manager will present the Fund’s cyber security policy for consideration by the Board and recommendation to the Committee. The presentation will also include a summary of the Fund’s Business Continuity Plan.
- 16 **General Code of Practice Plan** *(Pages 137 - 140)* **11:35**
- An update by the Fund Governance Manager on the progress for implementing changes to the Fund’s internal controls as a result of the new general code of practice.
- 17 **Employer Update** *(Pages 141 - 144)* **11:45**
- The Employer Funding & Risk Lead will update the Committee on employer related activities including the Employer Scorecard.
- 18 **Urgent Items** **12:05**
- 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 Work Plan** *(Pages 145 - 148)* **12:10**
- The next meeting of the Board will be held on 11 February 2025.
- The Board to review its Scheme Year Forward Work Plan which 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 22-24 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 **Minutes and Key Decisions of the Wiltshire Pension Fund Committee** *(Pages 149 - 170)* **12:15**
- To consider the Part 2 (confidential) minutes of the Wiltshire Pension Fund Committee held on 19 September & 10 October 2024.
- 22 **Brunel Governance Update** **12:20**
- A verbal update from officers on the ongoing Brunel governance arrangements.
- 23 **LPB Minutes** *(Pages 171 - 180)* **12:30**
- To confirm the Part 2 (confidential) minutes of the meeting held on 23 September 2024.
- 24 **Urgent Items**
- Any other items of business of a confidential nature which, in the opinion of the Chairman, should be considered as a matter of urgency.