

WILTSHIRE COUNCIL

WILTSHIRE LOCAL PENSION BOARD

24 January 2019

Member effectiveness review 2018

Purpose of the Report

1. To consider the suggested actions identified by Hymans Robertson in their “Effectiveness Review” report 2018 submitted to the Wiltshire Pension Fund Committee in December 2018

Background

2. The purpose of the effectiveness review questionnaire was to provide a framework within which members can comment on the effectiveness of both the PB & PC. The areas covered by the review were;
 - a) Structure & Culture;
 - b) Management of meetings;
 - c) Knowledge & training;
 - d) Risks & conflicts;
 - e) Advisers; and
 - f) Documents & policies
3. Overall, the responses received to the specific statements set out in the questionnaire suggest that the majority of respondents were comfortable with the effectiveness of their respective group. Analysis suggests agendas are focused on the right topics and sufficient time is given to discuss each issue properly. There was also general satisfaction that the meetings were well run and chaired in an even handed manner.
4. However, concerns were raised in the following areas;
 - a) Respondants use of the Pension Regulator’s (TPR’s) toolkit
 - b) The opportunity to adequately input into the Funds risk register & actions log
 - c) The distinction between Administering Authority business and Scheme business
 - d) Whether the Administering Authority had a data improvement plan in place with objectives being regularly reviewed
 - e) Clarification of the roles of the Board & the Committee
 - f) Adequate processes & structures in place to monitor performance against the Fund’s objectives

Considerations for the Board

5. The table below sets out the suggested actions identified by Hymans Robertson which the Fund should consider based on feedback from members.

Subject area	Suggested action(s)
Structure & Culture	<ul style="list-style-type: none"> • Clarification to be given to the PC on the role and purpose of the PB within an LGPS fund and why both groups have distinctive and different objectives. • The terms of reference for both groups should be restated. This will aid the transparency of what both groups are actively seeking to achieve for the Wilshire Pension Fund.
Management of meetings	<ul style="list-style-type: none"> • Recent guidance issued by TPR as part of their 21st Century Trustee campaign centred on effective pension meetings and Chairs should be relayed to both groups.
Knowledge & training	<ul style="list-style-type: none"> • All PC and PB members to be encouraged to complete TPR's online toolkit. • The Fund to ensure it maintains a comprehensive training plan and seeks to ensure relevant training is made available to PC and PB members as required.
Risks & conflicts	<ul style="list-style-type: none"> • Future meetings should make clear what is <i>Fund</i> business and what is <i>Employer</i> business. • Clarification on how the Funds issues log (actions log & risk register) is produced and managed should be communicated to both groups. • Officers should ensure they can demonstrate transparency and accountability in carrying out their roles.
Advisers	<ul style="list-style-type: none"> • Clarification to be given to the PC on the role and purpose of the PB within an LGPS fund and why both groups have distinctive and different objectives.
Documents & policies	<ul style="list-style-type: none"> • Ensure Fund objectives are clearly defined and processes are put in place to monitor them and report progress to both the PC and PB. • Consider the benchmarking options available to the Fund and communicate any recommendations to the PC and PB • Ensure an improvement plan is in place for the Fund and regularly reported to the PC and PB
General comments & key actions	<ul style="list-style-type: none"> • Clarification given to the PC on the purpose of the PB within an LGPS fund and why both groups have distinctive different roles and objectives • PC and PB members to be encouraged to complete TPR's online toolkit

	<ul style="list-style-type: none"> • Confirmation and communication to both the PC and PB on the Funds current improvement plan and the objectives
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6. Officers have already reviewed the recommendations made by Hyman’s Robertson and have started actions to address the points raised. These include;
- a) Co-ordinating a meeting with both the Chair of the Committee & Board to clarify the roles, responsibilities and objectives between the two groups
 - b) Review the process for the conducting of meetings to see whether members can be given more opportunity to comment on the Forward look plan & risk register
 - c) Implement new software as part of an infrastructure strategy to enable a long term data improvement plan
7. The Board are asked to consider Hymans Roberston’s suggestions too in conjunction with the full report. All feedback would be appreciated by officers in the implementation of Hyman’s recommendations.

Environmental Impact of the Proposal

8. Not applicable.

Financial Considerations & Risk Assessment

9. There are no financial considerations.

Legal Implications

10. There are no material legal implications from this report.

Safeguarding Considerations/Public Health Implications/Equalities Impact

11. There are no known implications at this time.

Reasons for Proposals

12. To enable the Board to study and comment on the findings of the Effectiveness review 2018.

Proposals

13. The Board are asked to recommend what actions should be taken in light of the review.

Andy Cunningham
Head of Pensions, Administration & Relations

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Unpublished documents relied upon in the production of this report: NONE