

### Appendix 3 - WILTSHIRE PENSION FUND RUNNING COSTS BUDGET UPDATE Q1 2021-22

1. This report sets out the forecast expenditure compared to the Pension Fund budget for 2021-22. The forecast is based on quarter 1 actual figures and a forecast for the remaining months.

#### Key forecast variances against 2021-22 budget

2. As at the end of quarter 1 forecast expenditure is expected to be slightly favourable (£48k – 2%) to budget at year end. This underspend is primarily within administration costs where systems fees and mailing costs are expected to be below plan.
3. This forecast position excludes any additional costs of implementing and operating a new integrated payroll system. Additional costs were approved at the June Committee meeting, however at this point there is no firm timing of when the cost will be incurred. The new licence fee and implementation costs will most likely be incurred towards the end of 2021/22 and throughout 2022/23. A final schedule of costs will be brought to the committee in a separate business case.

**Wiltshire Pension Fund Budget 2021/22**

£000's	Prior Year		2021/22			
	2019/20	2020/21	Forecast	Budget	Variance	% Variance
Investment administration staffing costs	119	114	210	210	(0)	0%
Investment administration travel/conferences/training costs	0	2	8	8	0	0%
<b>Total investment administration costs</b>	<b>120</b>	<b>116</b>	<b>217</b>	<b>217</b>	<b>(0)</b>	<b>0%</b>
Pension scheme administration staffing costs	1,307	1,335	1,200	1,208	8	1%
Staff training	19	22	23	23	0	0%
Corporate charges	0	0	311	311	0	0%
Pension administration systems and data cleansing	310	354	343	357	15	4%
Other administration costs	107	51	70	89	18	21%
<b>Total scheme administration costs</b>	<b>1,743</b>	<b>1,763</b>	<b>1,948</b>	<b>1,988</b>	<b>41</b>	<b>2%</b>
Oversight & governance staffing costs	392	355	221	221	0	0%
Training and conferences	8	0	23	23	0	0%
Subscriptions, memberships and levies	34	32	42	42	0	1%
Actuarial services	214	154	146	153	7	4%
Audit	10	37	27	27	0	0%
Legal fees	13	11	48	48	0	0%
Advisory fees	142	196	233	233	0	0%
Corporate charges & other costs	2	2	146	146	0	0%
<b>Total oversight &amp; governance costs</b>	<b>815</b>	<b>787</b>	<b>887</b>	<b>895</b>	<b>8</b>	<b>1%</b>
<b>Local Pension Board costs</b>	<b>14</b>	<b>14</b>	<b>25</b>	<b>25</b>	<b>0</b>	<b>0%</b>
<b>Total operational running costs</b>	<b>2,692</b>	<b>2,679</b>	<b>3,077</b>	<b>3,125</b>	<b>48</b>	<b>2%</b>
<b>Number of Members</b>	<b>80,824</b>	<b>82,454</b>	<b>82,454</b>	<b>82,454</b>		
<b>Total Running Cost per member</b>	<b>£ 33.31</b>	<b>£ 32.49</b>	<b>£ 37.32</b>	<b>£ 37.90</b>	<b>£ 0.58</b>	<b>2%</b>

4. Forecast operational running costs per member (excluding investment manager fee's) are £37.32 this is favourable to plan but an increase on the prior year.

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