



## **Minutes of the Norfolk Pension Fund Pensions Oversight Board meeting held on Tuesday 16 May 2023**

### **Present:**

#### **Chairman**

Brian Wigg

#### **Employer Representatives**

Sally Albrow

Norfolk County Council

#### **Scheme Member Representatives**

Frances Crum

Active / Deferred member

Peter Baker

Pensioner member

#### **Also Present**

Jo Quarterman

Head of Governance, Norfolk Pension Fund

Glenn Cossey

Director of the Norfolk Pension Fund

Eunice Walcott

Governance Manager

Madeleine Mitchell

Project and Policy Management Officer

Elaine Otway

Business Support Officer

### **1. Welcome and Introduction**

- 1.1 The Chair welcomed Pensions Oversight Board (POB) members to this virtual meeting of the Pensions Oversight Board.

### **2 Apologies for Absence**

- 2.1 No apologies received.

### **3. Minutes**

- 3.1 POB agreed the minutes of the meeting held on 28 February 2023.

### **4. Declarations of Interest**

- 4.1 There were no declarations of interest.

## 5 **Board Membership Update**

5.1 POB was updated on the news that Tim Shaw is no longer able to support the Board; and that Tim will be retiring in the summer.

- The Chair placed on record the thanks of all POB Members to Tim for the support that he has given to the Board over the years, from advising on the establishment of the Board through to now.

5.2 POB was also advised that since Chris Walker did not stand for re-election at the recent Parish Council election, he is no longer eligible to be an employer representative on the Board.

- The Chair also placed on record the thanks of all POB Members to Cllr Walker for his longstanding service on the Board.

5.3 It was agreed that JQ draft a letter of thanks to both Tim and Chris Walker on behalf of POB.

5.4 POB noted there are now three vacancies on the Board. A letter will be sent to all employers encouraging Employers to consider the 2 employer vacancies, and this will be followed up at the Employer Forum. The trade union seat also remains vacant, Unison will be asked for an update.

## 6 **Items of Urgent Business**

6.1 There were no items of urgent business.

## 7 **Feedback from the last Pensions Committee meeting on 21 March 2023 and items to be raised at the meeting on 13 June 2023.**

7.1 POB noted that today's meeting would be the subject of a report to the Pensions Committee on 13 June 2023.

7.2 In addition to regular standing items, on 21 March the Pensions Committee received a presentation and report from Hymans on the final valuation, including the rates and adjustments certificate, which was approved by Committee. Committee were also updated on the current employer operational issues. Hymans also presented a report on Enhanced Yield Assets of the fund along with recommendations which were approved by Committee.

7.3 In addition to regular standing items on the agenda the 13 June 2023 meeting of Pensions Committee will receive the latest update on progress to resolve the employer operational issues, and a report on the implementation of the enhanced yield review of assets Part 2.

- 7.4 POB was invited to note that at the County Councils AGM, Cllr Judy Oliver was confirmed as the Chair of Pensions Committee. POB also noted Committee will appoint a Vice Chair at the June meeting.
- 7.5 POB recorded their thanks to Cllr Alan Waters, a long standing member of Pensions Committee, who stood down at the recent elections.
- 7.6 Cllr Robert Colwell has replaced Cllr Dan Roper on Pensions Committee. New member Induction training tentatively set for 30 May.

## 8 **LGPS Reform**

- 8.1 POB received an update on the ongoing national reform programme and other issues within the LGPS:-
- Pooling guidance: consultation expected at the end of May
  - Climate reporting (TCFD): document was shared with POB in the Autumn. Still awaiting final requirements and implementation dates for LGPS TCFD reporting.
  - Good Governance: consultation further delayed, and may now commence later in the year
  - Levelling up: no further updates
  - TPR revised code: no confirmed date, but imminent
  - McCloud: implementation –many of the required software changes are ready but we are unable to finalise changes until remaining guidance is issued
  - £95K cap: consultation – no update on this
  - Pensions Dashboard: implementation has been delayed.
- 8.2 Where possible the Pension Fund is anticipating reform (eg Good Governance recommendations; TPR revised code).

## 9 **POB Annual Report**

- 9.1 POB reviewed and agreed the draft Annual Report. This will be included in the Pension Fund Annual Report and Accounts, which will be published on the website once approved.

## 10 **Norfolk Pension Fund Operational Update**

- 10.1 POB received an update on operational performance and issues, included resourcing and operational issues and KPI's, and the latest ACCESS reports.
- 10.2 Member Services interim arrangements were working well; and the Fund is developing longer term plans based upon the refreshed Mission and Strategic Objectives (these have been previously circulated and will be taken to June Committee for review and sign off).

- 10.3 KPI's – The Board were updated on KPI's. GC talked through areas that were below target standard this quarter. These were as a result of recent system changes (Pensions Increase), and suspension of government actuarial factors used by public sector pension scheme including the LGPS, which has delayed the transfer calculations.
- 10.4 The Board noted the high performance of the staff and asked that their thanks be passed on to the teams.
- 10.5 The next ACCESS Joint Committee is on 5 June and will be attended by Cllr Oliver. The Board was updated on the current Operator contract arrangement and progress with illiquid assets.
- 10.6 POB were provided with a summary on current recovery progress of issues resulting from delays receiving member data from an employer. The situation is being closely monitored and a further report will be presented to Pensions Committee in early June. In response to a question, it was noted that scheme members who are contemplating retirement or retiring are still being supported as usual.

## 11 **ACCESS Joint Committee**

- 11.1 Feedback from Board observers at 6 March 2023 ACCESS Joint Committee meeting
- Brian and Peter observed the meeting - comments made regarding use of roving microphones and technology in terms of visual presentations as points of improvements
  - Peter observed the agenda is large, but the meeting is quite focussed and noted the hard work the ASU does to ensure relevant information is provided to members

## 12 **Cyber Security**

- 12.2 Cyber Security Assurance Questionnaire
- Surveys sent out to 32 suppliers
  - Areas covered include governance, system security, staff awareness and training, resilience, and monitoring.
  - 78% response rate as compared to 48% last year including key providers Heywoods, Hymans and Northern Trust and we are continuing to follow up with other smaller low risk providers
  - IMT have not identified any concerns
  - This is the second year we have sent out questionnaires and continue to work with IMT to develop our process
  - Detailed update added to POB Forward Plan later this year

## 13 **Risk Management**

- 13.1 POB received the latest risk update and heat map that showed risk movement in terms of high risk moving to more acceptable levels

- High risks remain as Cyber and Financial Crime and Employer Operational Issues
- Looking at improving how we present the risk management data to POB and Pensions Committee

#### 14 **Internal audit reports**

14.1 POB received the latest Internal Audit report.

- 14.2
- Report issued 01/03/2023
  - Audit opinion: Acceptable

14.3 The audit assessed progress transition to the new structure and ways of working in the Governance and Frameworks team, including recruitment and new processes and whether benefits were being delivered as per the business case.

14.4 An overview of the National LGPS Frameworks was presented to POB.

#### 15 **Knowledge, Skills, and Training**

15.1 POB received an update on:

- 2-day training event for Committee and POB planned for 1 and 2 November 2023 - agenda will take into account the results of the LGPS National Knowledge Assessment completed by POB and Committee last year.
- LOLA – reminder this resource is available for POB and Committee for updates and current issues
- Webinars information emailed to members with upcoming webinars
- TPR toolkits are available
- Conferences
  - CIPFA's Annual Conference for Pensions Board Members and Support Officers 18 May 2023 – Peter and Frances attending along with Eunice and Maddie
  - PLSA LA conference 26 –28 June – officers and one board member attending

#### 16 **Forward Work Programme for the Pensions Oversight Board**

16.1 POB noted the following:

- 5 September 2023
  - Strategic review: BAU update including Employer Services and Members Services
  - 7 November 2023 (face to face). This meeting would cover Risk Management overview, with focus on Cyber and Data security

#### 16 **Future Meeting dates**

16.1 The following future meetings dates were noted:

5 September  
7 November - in person

**2024**  
27 February

**Chair**