

**MINUTES OF THE MEETING OF THE
LOCAL PENSION BOARD
Town Hall, Main Road, Romford
28 September 2021 (4.05 - 5.30 pm)**

Present:

Denise Broom
Andrew Frater
Mark Holder

83 CHAIR'S ANNOUNCEMENTS

The Chairman reminded Members of the action to be taken in an emergency.

84 APOLOGIES FOR ABSENCE

There were no apologies for absence.

85 DISCLOSURE OF INTEREST

There were no disclosures of interests.

86 MINUTES OF THE MEETING

The minutes of the meeting held on 3rd August 2021 were agreed as a correct record and, due to the COVID-19 pandemic, the chairman would sign at a later date.

87 TO RECEIVE FEEDBACK FROM RECENT MEETINGS OF THE PENSIONS COMMITTEE

Members of the Board received feedback from the previous Pensions Committee meeting held on 14th September 2021.

Members noted that the Committee had agreed the Pension Fund Admin Strategy and the Charging Policy with both policies remaining in place for the next 3 years. The Board noted the Data Improvement Plan was agreed with annual monitoring and investment in the London CIV PEPA fund agreed also.

Members **noted** the feedback.

88 **PROJECT PACE UPDATE**

The Board was presented with an update on Project PACE.

Members noted the new CIVICA UPM product would go live in Havering in September – October 2022 with features such as tracking cases and the ability to retire deferred members online. Risks related to the migration of the system would be detailed and ordered at a future Board meeting and would need to be added to the Havering Risk Register.

Members **noted** the presentation.

89 **COP14 CHECKLIST**

Members were presented with the COP14 Checklist.

Officers explained that there had not been any significant changes. Caroline Berry would circulate links regarding to B3 and would provide an update at the next meeting of the Board. Members noted that to complete C1 a new webpage would need to go live first.

Members **noted** the checklist.

90 **Q1 2021/22 PERFORMANCE REPORT**

The Board was presented with the Performance Report for Q1 2021/22.

Members noted that there had been a decrease in standards relating to retirements and deaths due to staff sickness and the increase in workloads but this would not be carried forward into Quarter 2.

Members **noted** the report.

91 **RISK REGISTER**

Board members were presented with Havering's Pension Fund Risk Register.

Officers explained that there were no new risks but the register had a new layout which would be presented to the Pensions Committee at the November meeting. Members noted the only risk that was amber was MATS transferring out of the Pension Fund Members were asked to provide feedback to officers outside of the meeting.

Members **noted** the register.

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Members were updated on the membership of the Board. Officers explained that LinkedIn was the main method of advertising for the role of Chairman Regarding the current Scheme Member vacancy - a letter to be sent to all Pension Scheme Members in due course. A deadline of the 31st October 2021 had been set for applications before the next meeting of 21st December 2021.

Chairman