

**MINUTES OF THE MEETING OF THE  
LOCAL PENSION BOARD  
Virtual meeting  
10 October 2023 (4.00 - 6.00 pm)**

**Present:**

Denise Broom (Scheme Employer Representative), Jon Bunt (Chairman), Andrew Frater (Scheme Employer Representative), Mark Holder (Scheme Member Representative), Yasmin Ramjohn (Scheme Member Representative) and Joanne Sladden (Scheme Employer Representative)

**176 CHAIR'S ANNOUNCEMENTS**

The Chairman reminded members of the actions to be taken if they were to be disconnected from the call.

**177 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**178 DISCLOSURE OF INTEREST**

There were no disclosures of interest.

**179 MINUTES OF THE MEETING**

The minutes of the previous meeting were agreed as a correct record.

**180 TO RECEIVE FEEDBACK FROM RECENT MEETINGS OF THE PENSIONS COMMITTEE**

The Board noted the feedback from the Pension Committee.

**181 PENSIONS ADMIN PERFORMANCE**

The Board were presented with a report on the pension administration performance.

Members noted the target level of 95% which had been reached however elapsed time was not measured. Members also noted all SLAs were standardised from 1<sup>st</sup> April 2022 and officers explained the changes to the 5 and 10 day SLAs for retirements.

The Board members discussed steps had been taken to improve the system efficiency and how focus had shifted to active deferrals and deaths.

The Board noted the report.

**182 LPPA INTERNAL CONTROL ASSURANCE**

The Board was presented with a report on the LPPA internal control assurance.

Members noted this was an annual report and it was difficult for officers to make comments on it. However members did agree to bring an LPPA representative to the next board meeting to answer any questions raised by members.

The Board noted the report.

**183 CODE OF PRACTISE 14**

The Board was presented with the Code of Practise 14 report.

It was explained that Section A, which was a legal requirement, was fully complaint with the next scheme review imminent. Members also noted there were some actions outstanding in section B and there were some outstanding training modules.

The Board noted the report.

**184 RISK REGISTER**

The Board was presented with the risk register.

Members noted the risk register was due to be presented at the November Pensions Committee following a review of the register. Members questioned the assessment of risk 4.2 bur officers confirmed it was the correct assessment. Members also asked for the risk register to be typo and grammar checked for future meetings.

The Board noted the register.

**185 TRAINING**

The Board was updated on the position of the training modules.

It was explained to the Board that members would have to re-complete the CIPFA knowledge and skills module and would have to wait for the migration to the new system to complete any outstanding modules.

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**Chairman**