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20 April 2021

Pension Advisory Board

A virtual meeting of the Committee will be held at **9.30 am on Wednesday, 28 April 2021.**

Note: In accordance with regulations in response to the current public health emergency, this meeting will be held virtually with members in remote attendance. Public access is via webcasting.

Items 1 to 15 in Part I of the agenda will be available to watch via the internet at the address below. Items 16 to 18 in Part II of the agenda contain exempt information, as indicated, and therefore will not be broadcast.

<http://www.westsussex.public-i.tv/core/portal/home>

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Agenda

Part I

1. Declarations of Interests and Conflicts

Members and officers must declare any pecuniary or personal interest, or any potential conflicts of interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Democratic Services before the meeting.

2. Part I Minutes of the last meeting (Pages 5 - 10)

To confirm the part I minutes of the meeting of the Board held on 26 February 2021.

3. Urgent Matters

Items not on the agenda, which the Chairman of the meeting is of the opinion, should be considered as a matter of urgency by reason of special circumstances.

4. **Part II Matters**

Members are asked to indicate at this stage if they wish the meeting to consider bringing into Part I any items on the Part II agenda.

5. **Progress Statement** (Pages 11 - 12)

This report contains updates on matters arising from previous meetings.

The Board is asked to note the report and the progress on actions.

6. **Pensions Committee Minutes - Part I**

The Board is asked to note the confirmed Part I minutes from the meeting of the Pensions Committee on 25 January 2021 and the agenda from the meeting of the Pensions Committee on 17 March 2021. Also included is a note from the Chairman summarising the Pensions Committee webcast from 17 March 2021.

(a) **25 January 2021 - Part I Pensions Committee Minutes** (Pages 13 - 18)

(b) **17 March 2021 - Pensions Committee Agenda** (Pages 19 - 22)

(c) **17 March 2021 - Chairman's webcast summary** (Pages 23 - 24)

7. **Business Plan Update** (Pages 25 - 64)

Report by the Chairman of the Pension Advisory Board.

The Board is asked to note the recommendations in the report.

8. **Administration Performance Update** (Pages 65 - 78)

Report by Director of Finance and Support Services.

The Board is asked to note the recommendations in the report.

9. **Regulations and Guidance update** (Pages 79 - 82)

Report by the Chairman of the Pension Advisory Board.

The Board is asked to note the current issues relating to Scheme Regulations and Guidance.

10. **Communication Strategy** (Pages 83 - 88)

Report by Director of Finance and Support Services.

The Board is asked to consider the recommendations within the report.

11. **Investment Strategy Statement Report** (Pages 89 - 108)

The Board is asked to consider the Investment Strategy Statement Report from the 17 March 2021 Pensions Committee by the Director of Finance and Support Services.

12. **Review of Pension Fund Policy Documents** (Pages 109 - 130)

Report by Director of Finance and Support Services.

The Board is asked to note the register of policy documents and provide feedback on the policies presented at the meeting.

13. **Training** (Pages 131 - 132)

The Board is asked to review the training log and provide details of their progress on the Pensions Regulator Toolkit.

14. **Date of Next Meeting**

The next meeting of the Board will be held at 9.30 am on Monday 26 July 2021.

Part II

15. **Exclusion of Press and Public**

The Board is asked to consider in respect of the following item(s) whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Part I of Schedule 12A of the Local Government Act 1972, as indicated below, and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

Exempt: paragraph 3, financial or business affairs of any person (including the authority).

16. **Part II Minutes of the last meeting** (Pages 133 - 134)

To confirm the part II minutes of the meeting of the Board held on 26 February 2021.

17. **Pensions Committee Minutes – Part II** (Pages 135 - 140)

The Board is asked to note the confirmed Part II minutes from the meeting of the Pensions Committee on 25 January 2021 (yellow paper).

18. **ACCESS Update** (Pages 141 - 148)

The Board is asked to consider the following report which went to the Pensions Committee on 17 March 2021.

Report by the Director of Finance and Support Services attached for members of the Board only (yellow paper).

To all members of the Pension Advisory Board