



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Local Pension Board

At: Multi-Location Meeting - Lilian Hopkin Room, Guildhall / MS Teams

On: Wednesday, 26 March 2025

Time: 9.00 am

Chair: Councillor Ryland Doyle

Membership:
Employer Representatives
S A Knoyle

Local Pension Board Members
R Broad, I Guy and R Thomas

Agenda

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Huw Evans

Huw Evans

Head of Democratic Services

Wednesday, 19 March 2025

Contact: Democratic Services 01792 636923

Agenda Item 3



City and County of Swansea

Minutes of the **Local Pension Board**

Remotely via Microsoft Teams

Wednesday, 8 January 2025 at 10.00 am

Present: Councillor C R Doyle (Chair) Presided

Employer Representatives

Local Pension Board Member Representatives

I Guy R Thomas

Officer(s)

Jeffrey Dong	Deputy Chief Finance Officer / Deputy Section 151 Officer.
Stephanie Williams	Principal Lawyer
Karen Cobb	Investment & Accounting Manager
Jeremy Parkhouse	Democratic Services Officer

Apologies for Absence

None.

15 Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City & County of Swansea, the following interests were disclosed:

Councillor C R Doyle, I Guy and R Thomas declared personal interests in the agenda as a whole.

Officers:

K Cobb, J Dong, J Parkhouse and S Williams declared personal interests in the agenda as a whole.

16 Minutes.

Resolved that the Minutes of the Local Pension Board meeting held on 25 September and 11 December 2024, be approved and signed as correct records.

17 ISA 260 Report - City and County of Swansea Pension Fund.

Jeff Dong, Deputy Chief Finance Officer / Deputy Section 151 Officer presented the ISA 260 Audit of Accounts Report – City and County of Swansea Pension Fund which summarised the main findings from the audit of the 2023-24 accounts.

It was added that Audit Wales intended to issue an unqualified audit opinion on this year's accounts once the Council had provided a Letter of Representation based on Appendix 2. The proposed Audit report was provided at Appendix 1.

There were no misstatements identified in the accounts which remained uncorrected. It was explained that details of the misstatements corrected by Management were minor amendments of a presentational nature and had no impact on the net expenditure or net assets of the Pension Fund. There were no other significant issues arising.

The Chair and Board praised Jeff Dong, Deputy Chief Finance Officer / Deputy S151 Officer, Karen Cobb, Accounting and Investment Manager and Finance Department staff for all their work.

18 City & County of Swansea Pension Fund Annual Report and Statement of Accounts 2023/24.

The Deputy Chief Finance Officer / Deputy Section 151 Officer provided a 'for information' report which presented the Annual Report & Statement of Accounts for the City & County of Swansea Pension Fund 2023/24.

It was outlined that officers had presented the draft Annual Report & Statement of Accounts 2023/24 to the Board in September 2024. The draft accounts had been subject to audit during the intervening months and the final audited version, which was the subject of the Audit Wales ISA 260 report with accompanying audit opinion and audit findings presented by Audit Wales, was provided at Appendix 1.

The staff within the Finance Department were thanked and congratulated for their work and commitment.

19 Breaches Report.

The Deputy Chief Finance Officer / Deputy S151 Officer presented a 'for information' report which presented any breaches which had occurred in the period in accordance with the Reporting Breaches Policy.

Appendix A provided the details of breaches that had occurred since the Policy had been introduced. It was noted that no breaches had occurred since the previous meeting in September 2024.

The Board were also updated regarding ICT software issues and progress to date.

20 Exclusion of the Public.

The Board was requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involved the likely disclosure of exempt information as set out in the exclusion paragraph of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to

Information) (Variation) (Wales) Order 2007 relevant to the item(s) of business set out in the report.

The Board considered the Public Interest Test in deciding whether to exclude the public from the meeting for the items of business where the Public Interest Test was relevant as set out in the report.

Resolved that the public be excluded for the following items of business.

(Closed Session)

21 City & County of Swansea Cyber Policy & Incident Response Plan.

The Deputy Chief Finance Officer / Deputy Section 151 Officer provided a 'for information' report which presented the City & County of Swansea Cyber Policy and Incident Response Plan.

It was added that officers of the Pension Fund and Swansea Council ICT had worked together with the appointed actuary Aon to develop the pension fund's own policy and incident response plan, provided at Appendix 1. Aon had also prepared a background information paper which was provided at Appendix 2.

22 Investment Strategy Implementation Update.

The Deputy Chief Finance Officer / Deputy Section 151 Officer provided a 'for information' report which advised the Board of the progress of the investment strategy implementation delegated to the Deputy S151 Officer, in consultation with the Pension Fund Committee Chair.

23 Wales Pension Partnership (WPP) Update.

The Deputy Chief Finance Officer / Deputy S151 Officer presented a report which updated the Committee on the progress and work of the Wales Pension Partnership (WPP).

Resolved that: -

- 1) The JGC Quarterly Update be noted.
- 2) The WPP Business Plan Q1 Review be noted.

24 Investment Monitoring Report - Quarter 3 2024/25.

The Deputy Chief Finance Officer / Deputy S151 Officer presented the 'for information' quarterly investment and market update to the fund previously provided to the Pension Fund Committee by Hymans Robertson.

Questions in relation to the content of the presentation were asked by the Board and responses were provided accordingly.

The meeting ended at 11.40 am

Chair

Agenda Item 4



Report of the Section 151 Officer

Local Pension Board - 26 March 2025

Breaches Report

Purpose:	The report presents any breaches which have occurred in the period in accordance with the Reporting Breaches Policy.
Report Author:	Claire Elliott, Pension Manager
Finance Officer:	Jeff Dong – Deputy S 151 Officer
Legal Officer:	C Isaac
Access to Services Officer:	N/A
For Information	

1. Introduction

- 1.1 The Reporting Breaches policy was adopted with effect from 9 March 2017.
- 1.2 The policy requires a report to be presented to the Pension Board and Pension Fund Committee on a quarterly basis, highlighting any new breaches which have arisen since the previous meeting and setting out:
 - all breaches, including those reported to The Pensions Regulator and those unreported, with the associated dates
 - in relation to each breach, details of what action was taken and the result of any action (where not confidential)
 - any future actions for the prevention of the breach in question being repeated
- 1.3 Following the introduction of GDPR requirements and the requirements to report any breaches to the Information Officer and ICO, if required, it has been determined good practice and transparent to also include GDPR breaches also within this report

2. Breaches

- 2.1 Under the policy, breaches of the law are required to be reported to the Pensions Regulator where there is reasonable cause to believe that:
 - A legal duty which is relevant to the administration of the scheme has not been, or is not being, complied with

- The failure to comply is likely to be of material significance to the regulator in the exercise of any of its functions
- 2.2 The Breaches Report is attached at Appendix A, the KPI Target spreadsheet is at Appendix B and the following further information is provided.
 - 2.3 Under the LGPS regulations, interest is paid on retirement lump sum payments if the payment is made more than one month after retirement and calculated at one per cent above the base rate on a day to day basis from the due date of payment and compounded with three-monthly rests.
 - 2.4 Since the last report in November 2024, 22% of retirement lumps sums have not been paid within the benchmark (it should be noted that 100% of payments were made within 1 month when all documentation was received). The 22% of non-payment of retirement lump sums within the specified benchmark was due to the members not returning completed pension election forms within a timely manner. Communication sent to members at time of retirement has been reviewed to ensure that the importance of timely return of required documents is highlighted and reminder triggers put in place.
 - 2.5 The basic objective of the General Data Protection Regulation (GDPR) is to enforce stronger data security and privacy rules among organisations when it comes to protecting an individual's personal data. The UK legislation is the Data Protection Act 2018 and mirrors many key principles of the Data Protection Act 1998. Where a breach of a member's personal data happens (a breach of personal data means that a security breach has taken place leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to personal data, transmitted, stored or otherwise processed. [GDPR Article 4(12)]), the Pension Fund (who complies with Swansea Council GDPR Principles) has an obligation to undertake a full investigation within the initial 72-hours of acknowledging a data breach. When the Fund becomes aware of a breach, the appropriate investigation takes place within the stipulated timeframe and the findings presented to the Data Breach Panel for review. The requirements presented for improved working practices by the Data Breach Panel the Fund has incorporated within the day-to-day working practices. There has been no GDPR breach since last reporting date
 - 2.6 The Fund requires that employers pay employee and employer contributions to the Fund on a monthly basis and no later than the 19th of the month after which the contributions have been deducted. There has been a single instance during the reporting period where breaches have occurred. In this case, Treasury Management staff have written to the employers to request payment and provide a reminder of the responsibilities to submit on time.
 - 2.7 With regards to performance data in respect of processing refunds, in most cases, the sums are quite small and the problem is locating the member/former member to process the refund, quite often they may have moved address or even passed away.

3. Integrated Impact Assessment Implications

3.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to their own needs.

3.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

3.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

3.4 There are no equality impact implications arising from this report.

4. Legal Implications

4.1 Where breaches have occurred, the legal implications are outlined in Code of Practice no.14 and GDPR legislation

5. Financial Implications

5.1 Minimal loss of investment income and a possible penalty charge from TPR.

Background papers: None

Appendices:

Appendix A: Breaches Register

Appendix B: SAB KPI Target Spreadsheet

City and County of Swansea Breaches Register

Appendix A

Date	Category (e.g. administration, contributions, funding)	Description and cause of breach	Possible effect of breach and wider implications	Reaction of relevant parties to breach	Reported / Not reported (with justification if not reported and dates)	Outcome of report and/or investigations	New Breach (since last report)
July – August 2022	Administration	Frozen refunds unclaimed for this period equates to 84.37% This equates to a monetary value of £12,043.54	Regulations state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 3 months prior to the date of their 5-year anniversary from date of leaving	

			Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed				
July – August 2022	GDPR	No breaches to report					
July – August 2022	Contributions		Loss of investment returns	Employers are contacted once breach has occurred		Employers are contacted as soon as the deadline for submission of contributions has passed	
September – October 2022	Administration	14.29% of retirement lump sums not paid within 1 month of normal retirement or 2 months of early retirement; 100% was paid	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due	% due to a delay with the return of the completed pension options (total number 3)		The Fund continues to remind its members of the importance of returning pension option forms in a timely manner	

		within 1 month of receipt of member option return	date, under the 2013 LGPS regulations				
September – October 2022	Administration	Frozen refunds unclaimed for this period is 89.19% This equates to a monetary value of £14,786.48	Regulations state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 3 months prior to the date of their 5-year anniversary from date of leaving	

			confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed				
September – October 2022	GDPR	No breaches to report					
September – October 2022	Contributions	2 Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns	Employers are contacted once breach has occurred		Employers are contacted as soon as the deadline for submission of contributions has passed	
November 2022 – February 2023	Administration	28.17% of retirement lump sums not paid within 1 month of normal retirement or 2 months of early retirement; 100% was paid within 1 month of receipt of member option return	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations	% due to a delay with the return of the completed pension options/late provision of pensionable pay figures by the members employer		The Fund continues to remind its members/employers of the importance of returning pension option forms/final pensionable pay figures in a timely manner	
November	Administration	Frozen refunds	Regulations	High % due to	Information has	Members are	

<p>2022 – February 2023</p>		<p>unclaimed for this period is 37.10% This equates to a monetary value of £11,337.43</p>	<p>state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no</p>	<p>member not making a positive election to claim refund</p>	<p>been recorded within the breach register</p>	<p>written to 3 months prior to the date of their 5-year anniversary from date of leaving</p>	
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			further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed				
November 2022 – February 2023	GDPR	No breaches to report					
November 2022 – February 2023	Contributions	2	2 Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
March 2023 – June 2023	Administration	17.77% of retirement lump sums not paid within 1 month of normal retirement or 2 months of early retirement; 100% was paid within 1 month of receipt of member option return	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations	% due to a delay with the return of the completed pension options/late provision of pensionable pay figures by the members employer		The Fund continues to remind its members/employers of the importance of returning pension option forms/final pensionable pay figures in a timely manner	
March 2023 – June 2023	Administration	Frozen refunds unclaimed for this period is 91.03% This equates to a	Regulations state, no further interest will accrue on or after 5-year	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 3 months prior to the date of their 5-year anniversary from	

		monetary value of £20,258	anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of			date of leaving	
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			refunds as the 5-year anniversary ruling will be removed				
March 2023 – June 2023	GDPR	No breaches to report					
March 2023 – June 2023	Contributions	3	3 Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
July – August 2023	Administration	4.55% (1 in total) of retirement lump sums not paid within 1 month of normal retirement. 100% of lump sum payments were made within 2-months of early retirement. 100% of lump sum payments were processed within 1 month of receipt of fully completed pension options	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations.	% due to a delay with the provision of final pensionable pay figures by the members employer. As a result of this completed pension options were received outside of the 1-month timeframe by a matter of days.		The Fund continues to remind its employers of the importance of providing final pensionable pay figures in a timely manner.	
July – August 2023	Administration	Frozen refunds unclaimed for this period is	Regulations state, no further interest will	High % due to member not making a positive	Information has been recorded within the	Members are written to 3 months prior to the date of	

		83.87% This equates to a monetary value of £14,390.73	accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to	election to claim a refund of pension contributions within the 5-year timeframe	breach register	their 5-year anniversary from date of leaving	
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			report non-payment of refunds as the 5-year anniversary ruling will be removed				
July – August 2023	GDPR	A possible data breach was investigated and recorded during the month of August	Data breach happened because a staff member failed to complete a process in its entirety.	Training procedures are in place for all tasks actioned. In this instance a staff member updated a members address on our database however during the process the member status i.e. a pensioner member was not identified. The training procedure clearly states that when a member status is listed as a pensioner member, we are obliged to inform Pension Payroll of this change. Unfortunately, the final stage of the process was not adhered to which resulted in three separate hardcopy correspondence	The breach was reported to a Data Protection Officer for Swansea Council for consideration. Following a review of all of the information presented it was determined that the data breach did not reach the threshold for reporting to the ICO. The judgement is based on the risk to the data subject being minimal	Recommendation received from the DPO was to remind staff members of the process guidelines documented with the Change of Address procedure.	

				containing being sent to the members previous address.			
July – August 2023	Contributions	2	2 Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
Sept – October 2023	Administration	16% of retirement lump sums not paid within 1 month of normal retirement or 2 months of early retirement; 100% was paid within 1 month of receipt of member option return	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations	% due to a delay with the return of the completed pension options by the member, disinvestment of AVC pot and / or late provision of final pensionable pay details by employer (total number 4)		The Fund continues to remind its members of the importance of returning pension option forms in a timely manner, reminding employers of their KPI requirements to provide final pensionable pay figures. Delay with the disinvestment of AVC monies due to the crossover with the final AVC payment.	
Sept – October 2023	Administration	Frozen refunds unclaimed for this period is 71.70% This equates to a	Regulations state, no further interest will accrue on or after 5-year	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 3 months prior to the date of their 5-year anniversary from	

		monetary value of £4,213.84	anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of			date of leaving. Member coms has been revised with extra emphasis placed on tax implications i.e. 40% taxation to be applied to net value of refund of contributions as payment is deemed to be an unauthorised payment by HMRC.	
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			refunds as the 5-year anniversary ruling will be removed				
April – October 2023	Administration	Swansea Council have not provided an i-Connect file since March 2023.	<p>As an Administering Authority the Fund has failed to meet its commitment in terms of member engagement. This applied to all new starters and those members who have left employment during this period. Total number of members affected was approx. 1,200.</p> <p>The Fund failed to comply with the KPI's published within the Pension Admin Strategy in terms of member engagement.</p>	Non provision of i-Connect file is resulting from the failure to export accurate data following the instal of a new payroll system.	Information has been recorded within the breach register	<p>New starters were set-up manually on the Pension database and a pension welcome pack issued.</p> <p>Members who have left employment were issued with options pertaining to the membership vesting period i.e. refund of contributions / deferred benefits.</p> <p>Due to the volume of cases a number of staff worked one weekend to deal with the backlog of caseloads as this would have encroached on their day-to-day workload.</p>	
Sept –	GDPR	No breaches to					

October 2023		report					
Sept – October 23	Contributions	2	2 Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
Nov 2023 – Feb 2024	Administration	56% of retirement lump sums not paid within 1 month of normal retirement & 16.07% of retirement lump sums not paid within 2 months of early retirement; 100% was paid within 1 month of receipt of member option return	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations.	% due to issues with i-Connect File from Swansea Council, a delay with the return of the completed pension options by the member and a % of deferred benefits being put into payment.		The Fund continues to remind its members of the importance of returning pension option forms in a timely manner, reminding employers of their KPI requirements to provide final pensionable pay figures. Due to issues with Swansea Council i-Connect file starters are being set-up on the system manually and leaver information is being actioned from a spreadsheet provided by SC Payroll. There is an expectation that the ongoing I-Connect	

						issues will soon be resolved.	
Nov 2023 – Feb 2024	Administration	Frozen refunds unclaimed for this period is 76.74% This equates to a monetary value of £16,600.35	Regulations state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 6-months prior to the date of their 5-year anniversary from date of leaving. Member coms has been revised with extra emphasis placed on tax implications i.e. 40% taxation to be applied to net value of refund of contributions as payment is deemed to be an unauthorised payment by HMRC.	

			change; going forward there will be no further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed				
Nov 2023 – Feb 2024	GDPR	No breaches to report					
Dec 23 – Feb 24	Contributions	4 Employers made late payments	Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
March – June 2024	Administration	58.6% of retirement lump sums not paid within 1 month of normal retirement & 12.2% of retirement lump sums not paid within 2 months of early retirement; 100% was paid	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations.	% due to issues with i-Connect File from Swansea Council, a delay with the return of the completed pension options by the member and a % of deferred benefits being put into payment.	Information has been recorded within the breach register	The Fund continues to remind its members of the importance of returning pension option forms in a timely manner, reminding employers of their KPI requirements to provide final pensionable pay figures. Due to	

		within 1 month of receipt of member option return				issues with Swansea Council i-Connect file starters are being set-up on the system manually and leaver information is being actioned from a spreadsheet provided by SC Payroll. There is an expectation that the ongoing I-Connect issues will soon be resolved.	
March – June 2024 Page 24	Administration	Frozen refunds unclaimed for this period is 79.55% This equates to a monetary value of £17,403.64	Regulations state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 6-months prior to the date of their 5-year anniversary from date of leaving. Member coms has been revised with extra emphasis placed on tax implications i.e. 40% taxation to be applied to net value of refund of contributions as payment is deemed to be an unauthorised payment by HMRC.	

			unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed				
March – June 2024	GDPR	No breaches to report					
March – June 2024	Contributions	2 Employers made late payments	Employers have not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
July –	Administration	17% of	The	% due to issues	Information has	The Fund continues	

August 2024		retirement lump sums not paid within 1 month of normal retirement & 0% of retirement lump sums not paid within 2 months of early retirement; 100% was paid within 1 month of receipt of member option return	administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations	with i-Connect File from Swansea Council, a delay with the return of the completed pension options by the member and a % of deferred benefits being put into payment.	been recorded within the breach register	to remind its members of the importance of returning pension option forms in a timely manner, reminding employers of their KPI requirements to provide final pensionable pay figures. Due to issues with Swansea Council i-Connect file starters are being set-up on the system manually and leaver information is being actioned from a spreadsheet provided by SC Payroll. There is an expectation that the ongoing I-Connect issues will soon be resolved.	
July – August 2024	Administration	Frozen refunds unclaimed for this period is 81.03% This equates to a monetary value of £14,613.28	Regulations state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 6 months prior to the date of their 5-year anniversary from date of leaving. Member coms has been revised with extra emphasis placed on tax	

			cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed			implications i.e. 40% taxation to be applied to net value of refund of contributions as payment is deemed to be an unauthorised payment by HMRC	
July –	GDPR	No breaches to					

August 2024		report					
July – August 2024	Contributions	No breaches to report					
Sept – October 24	Administration	25% of retirement lump sums not paid within 1 month of normal retirement & 0% of retirement lump sums not paid within 2 months of early retirement; 100% was paid within 1 month of receipt of member option return	The administering authority has accrued interest payments on retirement lump sums, paid more than one month after their due date, under the 2013 LGPS regulations	% due to issues with i-Connect File from Swansea Council, a delay with the return of the completed pension options by the member and a % of deferred benefits being put into payment early	Information has been recorded within the breach register	The Fund continues to remind its members of the importance of returning pension option forms in a timely manner, reminding employers of their KPI requirements to provide final pensionable pay figures. Due to issues with Swansea Council i-Connect file starters are being set-up on the system manually and leaver information is being actioned from a spreadsheet provided by SC Payroll. There is an expectation that the ongoing I-Connect issues will soon be resolved.	
Sept – October 24	Administration	Frozen refunds unclaimed for this period is 81.82% This	Regulations state, no further interest will accrue on or	High % due to member not making a positive election to claim	Information has been recorded within the breach register	Members are written to 6 months prior to the date of their 5-year	

		equates to a monetary value of £17,543.91	after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of	refund		anniversary from date of leaving. Member coms has been revised with extra emphasis placed on tax implications i.e. 40% taxation to be applied to net value of refund of contributions as payment is deemed to be an unauthorised payment by HMRC	
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			refunds as the 5-year anniversary ruling will be removed				
Sept – October 24	GDPR	No breaches to report					
Sept – October 24	Contributions	1 Employer made a late payment	Employer has not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	
Nov 2024 – Feb 2025	Administration	Frozen refunds unclaimed for this period is 82% This equates to a monetary value of £6,295.10	Regulations state, no further interest will accrue on or after 5-year anniversary. Should the member enter re-employment membership cannot be aggregated, the member will not be able to transfer the benefit out and if a refund is claimed there will be tax implications as this is deemed to be an unauthorised payment. The	High % due to member not making a positive election to claim refund	Information has been recorded within the breach register	Members are written to 6 months prior to the date of their 5-year anniversary from date of leaving. Member coms has been revised with extra emphasis placed on tax implications i.e. 40% taxation to be applied to net value of refund of contributions as payment is deemed to be an unauthorised payment by HMRC	✓

			above is subject to change and we are waiting for confirmation that the above Regulation has been amended to support this. Awaiting confirmation of Regulatory change; going forward there will be no further requirement to report non-payment of refunds as the 5-year anniversary ruling will be removed				
Nov 2024 – Feb 2025	GDPR	No breaches to report					
Nov 2024 – Feb 2025	Contributions	1 Employer made a late payment	Employer has not paid contributions within required timescale – see below for detail	Loss of investment returns		Employers are contacted as soon as the deadline for submission of contributions has passed	✓

✓ New breaches since the previous meeting

No. of Contributors	Due Date	Date Paid	No of Months	Amount £	Organisation Type	Reason
1	19 th Nov 19 th Dec 19 th Jan 19 th Feb	Reminders have been sent, will be paid asap	4	£1,200.00	Town Council	New Employer – set up needs support, assistance has been offered.

Scheme Advisory Board - Target KPI's

Appendix B

Category	Complete at End of Period	# Completed Within Customer Target	% Complete Within Customer Target	# Completed Within KPI Target	% Complete Within KPI Target	# Completed Within Legally Required Response Time	% Complete Within Legal Target
Grand Total	2,639	2,196	83.2%	2,196	83.2%	2,493	94.5%
B1. Death Acknowledgement	143	55	38.5%	55	38.5%	130	90.9%
B2. Confirmation of Dependent Benefits	56	43	76.8%	43	76.8%	54	96.4%
B3. Deferred Member Options	227	203	89.4%	203	89.4%	221	97.4%
B4. Active Member Options	159	128	80.5%	128	80.5%	149	93.7%
B5. Deferred Member Benefit Confirmation	118	82	69.5%	82	69.5%	112	94.9%
B6. Active Member Benefits Confirmation	128	111	86.7%	111	86.7%	128	100.0%
B7. Payment of Lump Sums	205	159	77.6%	159	77.6%	199	97.1%
B8. Deferred Leaver Options and Notifications	344	274	79.7%	274	79.7%	300	87.2%
B9. Confirmation that transfer in has been completed	31	3	9.7%	3	9.7%	14	45.2%
B10. Confirmation transfer out has been completed	8	3	37.5%	3	37.5%	5	62.5%
B11. Payment of refund	123	116	94.3%	116	94.3%	123	100.0%
B12. Divorce Quotations	44	43	97.7%	43	97.7%	43	97.7%
B13. Pension Sharing Orders	1	1	100.0%	1	100.0%	1	100.0%
B14. New Starter Communication	916	866	94.5%	866	94.5%	881	96.2%
B15. Estimates	136	109	80.1%	109	80.1%	133	97.8%

Agenda Item 5



Report of the Section 151 Officer

Local Pension Board - 26 March 2025

City & County of Swansea Pension Fund Business Plan 2025/26

Purpose:	To provide a working framework for the Pension Fund's programme of work for 2025/26. The Pension Fund Committee approved the following on the 13 March 2025 <ol style="list-style-type: none">1. The City & County of Swansea Pension Fund Annual Business Plan 2025/262. Risk Register 2025/263. Asset Allocation4. Budget 2025/26
Consultation:	Legal, Finance and Access to Services.
Report Author:	Jeff Dong
Finance Officer:	Jeff Dong
Legal Officer:	Carolyn Isaac
Access to Services Officer:	Rhian Millar
For information	

Business Plan 2025/26

1. Background

- 1.1 In line with best practice, the Pension Fund produces a business plan, risk register, budget and asset allocation to inform its work programme for the forthcoming 12 month period. The business plan, budget, risk register, asset allocation for 2025/26 is attached at Appendix 1,2,3 and 4.

2. Proposal

- 2.1 The Pension Fund Committee is asked to approve the attached business plan, budget, risk register and asset allocation for the year 2025/26 noting the timescale and responsibility for key action points throughout the year. The document is a dynamic document and shall be revised and amended throughout the year as necessary.

3. Legal Implications

- 3.1 The relevant legal provisions and guidance are set out in the Appendix

4. Financial Implications

- 4.1 There are no financial implications arising from this report

5. Integrated Impact Assessment Implications

- 5.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to their own needs.

- 5.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

- 5.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

5.4 An integrated impact assessment screening has been undertaken and it concludes that there are no equality impact implications arising from this report.

Background papers: None

Appendices:

Appendix 1- Business Plan 2025/26

Appendix 2 – Risk Register

Appendix 3 – Asset Allocation

Appendix 4 – Budget

CITY AND COUNTY OF SWANSEA



Pension Fund

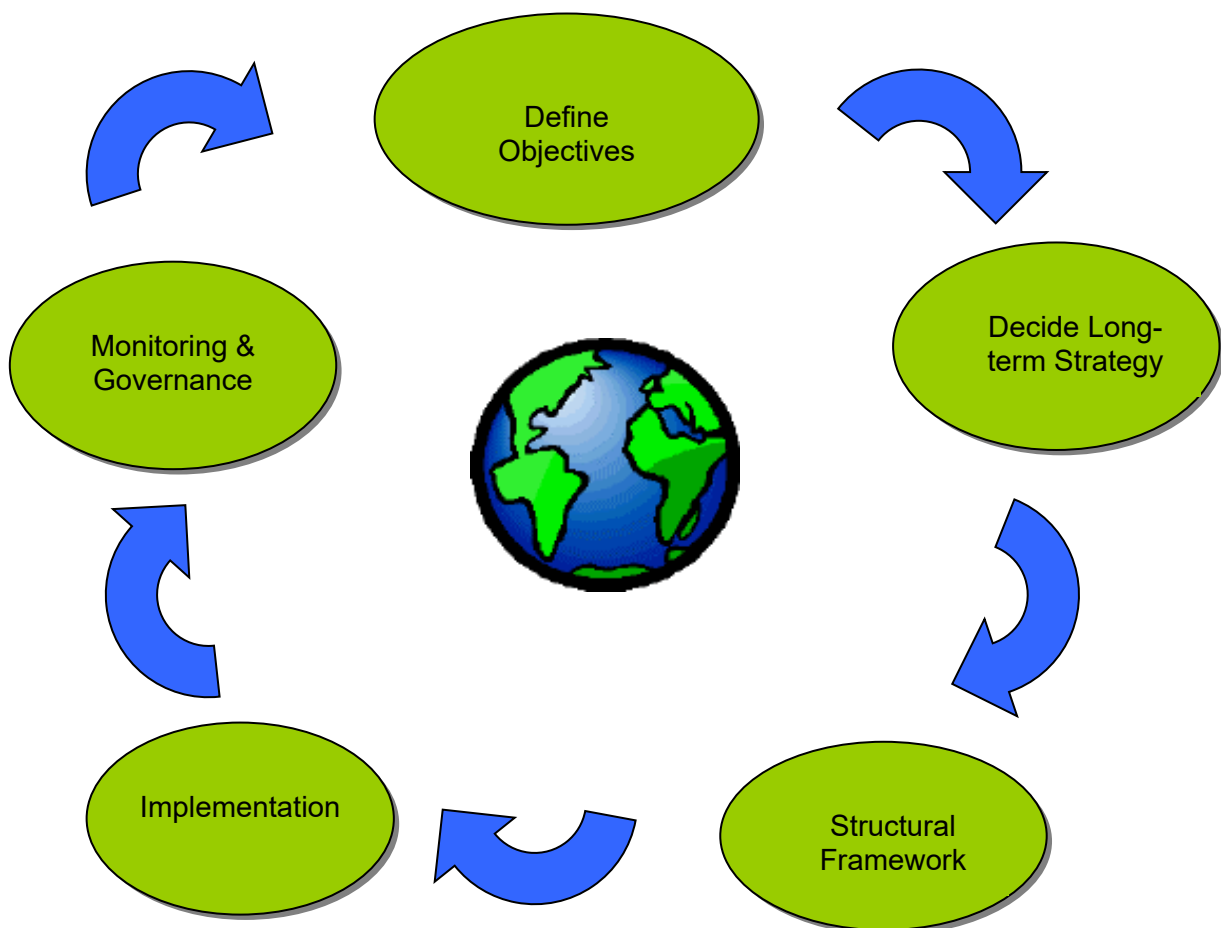
Annual Business Plan 2025/26

Local Government Pension Scheme City & County of Swansea

Business Plan

1. Decision-making Framework

The Pension Fund Committee have the delegated responsibility to manage the investment arrangements of the Fund to meet the overall investment objectives identified in the Statement of Investment Principles. Investment decisions are taken by the Committee as advised by the Deputy S151 Officer and professional external investment consultants. The Pension Fund Committee use the following framework to formulate their policy in all aspects relating to the management of the Fund's assets.



This Plan relates to the management of the Fund's assets over the medium-term/long term, with a detailed plan of objectives to be addressed in the next twelve months.

2. Summary of Investment Arrangements

The primary investment objectives of the Pension Fund Committee as stated in the Investment Strategy Statement are:

The primary objective of the Fund is to provide pension and lump sum benefits for members on their retirement and/or benefits on death, before or after retirement, for their dependants, on a defined benefits basis. This funding position will be reviewed at each triennial actuarial valuation, or more frequently as required.

The Committee aims to fund the Fund in such a manner that, in normal market conditions, all accrued benefits are fully covered by the value of the Fund's assets and that an appropriate level of contributions is agreed by the employer to meet the cost of future benefits accruing. For employee members, benefits will be based on service completed in accordance with scheme regulations but will take account of future salary and/or inflation increases.

The Committee has translated its objectives into a suitable strategic asset allocation benchmark for the Fund. This benchmark is consistent with the Committee's views on the appropriate balance between generating a satisfactory long-term return on investments whilst taking account of market volatility and risk and the nature of the Fund's liabilities.

It is intended that the Fund's investment strategy will be reviewed approximately every three years and as appropriate in the interim.

The Fund's investment strategy was last reviewed during 2023. A full analysis including both a quantitative (using asset liability modelling) and qualitative analysis was undertaken. This approach helps to ensure that the investment strategy takes due account of the maturity profile of the Fund (in terms of the relative proportions of liabilities in respect of pensioners, deferreds and active members), together with the level of surplus or deficit (relative to the funding basis used). Importantly the review in 2023 incorporates how the fund intends to meet its 2037 carbon net zero objectives in its revised investment strategy. Details of the assumptions used in the quantitative analysis was considered prior to the Committee agreeing any strategic changes.

The Committee monitors investment strategy on an ongoing basis, focusing on factors including, but not limited to:

- Suitability, given the Fund's level of funding and liability profile
- The level of expected risk
- Outlook for asset returns

The Committee also monitors the Fund's actual allocation on a regular basis to ensure it does not notably deviate from the target allocation and is considering a formal rebalancing framework alongside potential changes to the Fund's longer term strategic

asset allocation, however it is recognised that as it transitions to the yielding asset portfolio there shall be periods of variation and deviation.

Performance of the investment managers are collated by PIRC on a whole LGPS basis, this service shall be reviewed on an All Wales basis in due course. Performance of the managers are considered by the Pension Fund Committee on a quarterly basis, with reports and analysis being provided by Hymans.

Each of the external managers provides quarterly reports on performance and makes presentations to Committee as and when required.

3. Issues addressed in year to 31 March 2025

In the last twelve months the Pension Fund Committee has addressed the following investment issues:

a. Objectives

- The fund's objectives remain unchanged subject to investment review post 2025 triennial actuarial valuation.

b. Investment Strategy

The Pension Fund Committee monitored its investment strategy and asset allocation as outlined in The Investment Strategy paper previously, providing an update on progress re. "the de-risking/re-allocation strategy" (reducing growth/increasing income) and formulating its plan to achieve its net zero by 2037 ambitions. It has also committed significant capital to renewable energy (solar, wind, biomass) and timberland and agriculture during the year (finalising a due diligence on a Welsh timberland opportunity in Feb 2025). It has also committed to investing in affordable residential housing with due diligence being finalised on a Swansea partnership focussed on delivering affordable housing and other social infrastructure in the area.

c. Structural Framework

The Wales Pension Partnership (WPP) has successfully transitioned its active global equities assets (including Swansea) into the WPP ACS. The successful transition of Swansea's active £121m fixed income assets took place in Sep 2020. Work has now completed on setting up WPP sub funds for private debt, infrastructure, real estate and private equity with deployment of capital commenced or due to commence across all asset classes.

d. Implementation

- Produced annual report and statement of accounts 2023/24
- Held Annual General Consultative Meeting
- Transitioned assets into WPP sustainable global equities.
- Implemented currency hedging programme

- Held employee roadshows

e. Monitoring & Governance

During the year, the Pension Fund Committee has held quarterly monitoring meetings with reports from the investment consultant and officers in hybrid manner

Similarly, The Local Pension Board has held quarterly hybrid meetings (reviewing the work of and providing advice to the work of the pension fund committee)

The Joint Governance Committee (JGC) of the WPP has also met 4 times during the year virtually.

A consultation meeting to consider the 2023/24 Annual Report and Statement of Accounts was held, to which all employing bodies and trade unions were invited.

The Pension Admin Manager held several meetings for employers and members in order to explain the implementation of new regulations, share best practice and improve data submission portals and preparatory work ahead of the triennial valuation 2025 and other changes amongst other administration issues.

f. Environmental, Social, Governance (ESG)

The Pension Fund Committee has formally adopted and approved its Responsible Investment Policy and Environmental, Social Governance (ESG) Policy. The Fund has successfully transitioned £0.5bn of assets into the Blackrock low carbon fund and was recognised in its responsible investment approach by winning the LAPF Best Approach to Sustainable Investment Award 2019. It has also lobbied and worked with peers in WPP to implement carbon reduction programmes in all of its global equities portfolios. Swansea is currently also concluding due diligence on a number of impact investments including renewable power (solar and wind) and affordable/community housing. The fund also was shortlisted for the LAPF Awards in 2020 for best investment innovation (equity protection) and best approach for sustainable investment (carbon reduction overlay).

4. The Business Plan

a. Objectives

The Investment Objectives, Strategy and Risk Profile shall be considered when reviewing the Investment Strategy Statement and when considering the revision of the funding strategy statement that was adopted for the 2022 valuation.

b. Investment Strategy

The solvency level of the Fund continues to be carefully monitored and following the Triennial Valuation 2022 has achieved 100% funding whilst reducing assumption risk and discount rate and reducing the recovery period. The ongoing uncertainty for the world

economies and recovery from the effects of the global Covid 19 pandemic/Ukraine crisis and global inflation means that Pension Fund Committee members shall continuously review the funding level. The strategy will be regularly reviewed to seek to reduce the risk within the portfolio in light of recent gains.

Particular areas to be addressed are as follows:

- Review the effectiveness of the implemented structure of the fund
- Review de-risking strategy
- Review the profile of the Equity protection programme
- Review asset allocation and new asset classes
- Review risk parameters
- Re- balance more efficiently
- Review appropriate fund benchmarks

c. Structural Framework

The structural framework of the investment management arrangements of the fund has been materially changed by the establishment of the WPP in 2017. The joint governance committee has met 4 times during the year and has engaged formally with the chairs of the 8 local Pension Boards and has held a number of joint training sessions during the year.

The LGPS is currently subject to a comprehensive Government structural review, following the launch of 'LGPS Fit for The Future' and The City & County of Swansea Pension Fund and WPP have submitted their consultation response to government and currently await Government response. In addition WPP have been requested to submit their proposals to Government on how they intend to satisfy Government requirements in establishing itself as an FCA regulated company.

d. Implementation & Risk Management

The Committee shall implement decisions taken in respect of the strategy described above and has identified and shall monitor risks identified in Appendix 2 in the Pension Fund Risk Register. A programme to reduce risk in the equity portfolio as the fund reallocates to a variety of yielding real assets was the implementation of an equity protection programme, the progress of which has been reported regularly since inception. The programme has now matured and due to unattractive pricing a proxy programme of trade finance has been implemented to provide the uncorrelated compensating returns whilst the real assets portfolio is deployed.

e. Monitoring & Governance

The Governance arrangements of the CCS pension fund have been formally reviewed in line with regulations and the Council's constitution has been amended to reflect the same, with the Pension Fund Committee having governance responsibilities for the pension fund and the Local Pension Board providing the oversight and assistance to the Pension Fund Committee to discharge its role.

The Pension Fund Committee will continue to consider issues arising from all the guidance for investment decision making and further improve compliance where required. The Pension Fund Committee awaits the outcome of the scheme governance review guidance due to be published by the scheme advisory board (SAB).

The Chairman (or his nominated Deputy) of the Pension Fund Committee shall be the Swansea representative on the Joint Governance Committee of the Wales Pension Partnership. Following the considerable support of the Chairman of the Pension Fund Committee, the JGC of the WPP has approved the appointment of a Scheme Member Representative of the JGC.

An Annual Consultative Meeting with stakeholders was held to consider the 2023/24 Annual Report .

Further open meetings for employers have been arranged as required by employers to discuss revisions to the scheme and the impact of Mc Cloud remedy impact and will consult on further dialogue with MHCLG in relation to structural reform of the LGPS.

f. Trustee/Officer Training

The Deputy S151 Officer and advisors will continue to identify suitable Trustee training opportunities as outlined in the Trustee Training plan and in tandem with the WPP training plan, striving to ensure Trustees are appropriately equipped to discharge their role.

Since the publication of the CIPFA skills and knowledge framework and TPR toolkit , there is a continuing requirement for Pension Fund Committee Trustees to demonstrate acceptable levels of competency to discharge their roles.

The Trustees, in turn are to ensure their own training requirements are being met and are asked to make themselves available for training when required.

Similarly officers are required to demonstrate competency and experience in discharging their roles and the Deputy S151 Officer shall continue to identify training opportunities for the officers of the fund.

The appointed investment consultant, Hymans launched the LGPS National Knowledge Assessment (NKA) self assessment toolkit to gauge the level of competency of both Committees and Boards. Both members of the Committee and Local Pension Board have undertaken the assessment and the results and feedback shall inform the items identified for training. The Training Plan Report 2025/26 is also being considered on this agenda.

5. Business Plan Timetable

The following table in Appendix 1 sets out the progress achieved against the 2024/25 business plan and sets out the broad Pension Fund Committee business plan over the next twelve months for 2025/26, the document is a dynamic document which is subject to review during the year. The business plan also includes a projected budget for the

forthcoming year in respect of the main areas of income and expenditure and in Appendix 3.

The action plan shall, where appropriate, forms the basis of the agenda items at the Pension Fund Committee meetings.

Review of 2024/25 Business Plan Targets to year ended 31st March 2025

Action	Description	Time-scale	Primary Responsibility	Status
1	Formulate Annual Business Plan for 2024/25	Mar 2024	Deputy S 151 Officer	Achieved
2		April 2023	Deputy S 151 Officer /actuary	Achieved
3	Undertake formal Review of Investment Strategy Statement	April 2024- Nov 2024	Deputy S 151 Officer /investment consultant	Deferred until post 2025 triennial valuation
4	Continue Preparatory work to Implement Pensions Dashboard	2024/25	Deputy S 151 Officer	Deferred until after valuation
5	Implement revised pension SORP and CIPFA guidance in producing annual report and statement of a/cs	June – Sep 2024	Deputy S 151 Officer	Achieved
6	Finalise GMP reconciliation	Apr 2024	Deputy S 151 Officer	Not achieved /ongoing target completion date Sep 2025
7	Monitor LGPS Regulation Changes and provide response to consultation where necessary to DLHC	MHCLG timetable	Deputy S 151 Officer	Achieved
8	Implement Mc Cloud Remedy	2024/25	Deputy S 151 Officer	Ongoing as operational impact of remedy is appraised and developed with software providers
9	Support the WPP Investment project (procurement, governance & oversight arrangements, prospectus design, sub fund design, tax, transition management)	Continuous	Deputy S 151 Officer	Achieved & Ongoing

10	Consider and approve Pension Fund Accounts and Annual Report and progress through external audit process	November 2024	Deputy S 151 Officer	Achieved
11	Review performance of WPP fund managers and Swansea fund managers ,	July 2024 September 2024 Dec 2024 March 2025	Deputy S 151 Officer	Ongoing
12	Continue to implement the fund's ESG Policy in respect of reduced carbon exposure and responsible investments	2024/25	Deputy S 151 Officer	Achieved and ongoing
13	Annual consultative meeting with employers re. annual report	November 2024	Deputy S 151 Officer	Achieved Nov 2021
14	Receive presentations from Fund Managers/WPP ACS Operator/advisors	July 2024 September 2024 December 2024 March 2025	Deputy S 151 Officer	Achieved
15	Implement any amendments as a result of revised regulations	MHCLG Timetable	Deputy S 151 Officer	Achieved
16	Review Pension Administration Strategy/Discretions to ensure compliance with legislation	Nov 2024	Deputy S 151 Officer	Achieved
17	Review Communication Strategy to ensure fit for purpose and compliance with regulations	Nov 2024	Deputy S 151 Officer	Achieved
18	Implement training plan as a result of the knowledge and skills assessment of pension fund	July 2024	Deputy S 151 Officer	Partly Achieved – continues in 2024/25

	committee and local pension board members via National knowledge assessment (NKA)			
19	Review Governance arrangements pending issuance of SAB guidance	Dec 2024	Deputy S 151 Officer	Ongoing
20	Undertake cyber security 'wargame' testing	Ongoing 2024/25	Deputy S 151 Officer/Investment Consultant	Strategy/policy approved testing To be confirmed for 2025/26
21	Implement revised investment strategy 2023	2024	Deputy S 151 Officer	

Business Plan 2024/25 to Year Ending 31 March 2025

Action	Description	Time-scale	Primary Responsibility
1	Formulate Annual Business Plan for 2025/2625	Mar 2025	Deputy S 151 Officer
2	Undertake 2025 triennial Valuation	Mar 2026	Deputy S 151 Officer /actuary
3	Undertake formal Review of Investment Strategy Statement	Mar 2026	Deputy S 151 Officer /investment consultant
4	Continue Preparatory work to Implement Pensions Dashboard	2025/26	Deputy S 151 Officer
5	Implement revised pension SORP and CIPFA guidance in producing annual report and statement of a/cs	June – Sep 2025	Deputy S 151 Officer
6	Finalise GMP reconciliation	Apr 2026	Deputy S 151 Officer
7	Monitor LGPS Regulation Changes and provide response to consultation where necessary to DLHC	MHCLG timetable	Deputy S 151 Officer
8	Implement Mc Cloud Remedy	2025/26	Deputy S 151 Officer
9	Support the WPP Investment project (procurement, governance & oversight arrangements, prospectus design, sub fund design, tax, transition management)	Continuous	Deputy S 151 Officer
10	Consider and approve Pension Fund Accounts and Annual Report and progress through external audit process	November 2025	Deputy S 151 Officer

11	Review performance of WPP fund managers and Swansea fund managers ,	July 2025 September 2025 Dec 2025 March 2026	Deputy S 151 Officer
12	Continue to implement the fund's RI Policy in respect of reduced carbon exposure and responsible investments	2025/26	Deputy S 151 Officer
13	Annual consultative meeting with employers re. annual report	November 2025	Deputy S 151 Officer
14	Receive presentations from Fund Managers/WPP ACS Operator/advisors	July 2025 September 2025 December 2025 March 2026	Deputy S 151 Officer
15	Implement any amendments as a result of revised regulations	MHCLG Timetable	Deputy S 151 Officer
16	Review Pension Administration Strategy/Discretions to ensure compliance with legislation	Nov 2025	Deputy S 151 Officer
17	Review Communication Strategy to ensure fit for purpose and compliance with regulations	Nov 2025	Deputy S 151 Officer
18	Implement training plan as a result of the knowledge and skills assessment of pension fund committee and local pension board members via National knowledge assessment (NKA)	July 2025	Deputy S 151 Officer
19	Review Governance arrangements pending issuance of SAB guidance	Dec 2025	Deputy S 151 Officer
20	Undertake cyber security 'wargame' testing	Ongoing 2025/26	Deputy S 151 Officer/Investment Consultant
21	Review investment strategy post 2025 triennial valuation	2025/26	Deputy S 151 Officer

City & County of Swansea Pension Fund Risk Register 2025/26

Risk	Existing control measures /new control measures	Impact	Likelihood	Assigned	Date	Risk status
CCSPF1- Failure to comply with LGPS Regulation If there is failure to comply with regulation, there would be adverse audit opinion and loss of trust from employers within scheme	<ul style="list-style-type: none"> Well trained staff CPD Pensions Officer Group Society of Welsh Treasurers Internal/external audit regime 	High	Low	JD	2025/26	Green
CCSPF2 – Failure to process accurate pension benefits in a timely manner If a pension benefit is paid incorrectly there could be a cost to the fund or penalty imposed for lateness of payment	<ul style="list-style-type: none"> Well trained staff Established procedure with imbedded checks and segregation of duties in place Regular KPI monitoring Use of market leading software Altair NFI checks Atmos checks GDPR 	High	Low	JD	2025/26	Green
CCS PF3- Failure to collect and account for full receipt of contributions from employers and employees on time If there is a failure to collect appropriate contributions there may be a rise in employers contributions and an adverse impact on cashflow and the ability to pay benefits and adverse audit opinion	<ul style="list-style-type: none"> Contribution timetable/monitoring procedure Administering Authority agreement Escalation and fines for non compliance Internal audit 	High	Low	JD	2025/26	Green
CCS PF4 – Failure to keep pension records up to date If pension records are not up to	<ul style="list-style-type: none"> Administering Authority agreement with employers to ensure timely passing of 	High	Medium	JD	2025/26	Amber

<p>date, a wrong benefit may be calculated and paid</p>	<p>information</p> <ul style="list-style-type: none"> • Data accuracy checks undertaken • Data validation on Altair system • Periodic data validation by scheme actuary/NFI • 					
<p>CCSPF 5 Failure to hold personal data securely</p> <p>If there is breach of data there is a risk to the individual's details and loss of trust in the Authority</p>	<ul style="list-style-type: none"> • Compliance with GDPR • Business Continuity plan • IT Security Policy • Systems and pension payroll audit annually 	High	Low	JD	2025/26	Green
<p>CCSPF6 Loss of funds through fraud or misappropriation by Administrative staff</p> <p>If funds are lost through fraud or misappropriation by Administrative staff could lead to increase in employer contributions</p>	<ul style="list-style-type: none"> • Segregation of duties • Clear roles and responsibilities and schemes of delegation • Internal external audit 	High	Low	LM	2025/26	Green
<p>CCSPF7 – Loss funds through fraud or misappropriation in investment related functions</p> <p>If funds are lost through fraud or misappropriation in investment related functions could lead to increase in employer contributions</p>	<ul style="list-style-type: none"> • Segregation of duties • Clear roles and responsibilities and schemes of delegation • Internal/external audit • Regulatory control reports by external fund managers, custodians, fund administrators • FCA registration • Due diligence upon appointment 	High	Low	JD	2025/26	Green
<p>CCSPF8- Liquidity/cashflow risks – insufficient liquid assets with which to meet liabilities as they fall due</p> <p>If levels of liquidity are insufficient then pension payments may not be able to be met</p>	<ul style="list-style-type: none"> • Weekly pension fund cash investments monitoring • SIP allocation to liquid assets 	High	Low	JD	2025/26	Green

CCSPF 9- Volatility in employer contribution rates due to decrease/increase in valuation of assets/liabilities	<ul style="list-style-type: none"> Engage with expert actuary to make appropriate assumptions and employ suitable mechanisms to mitigate unaffordable rises Regular monitoring of investment manager performance Diversified investment asset allocation 	High	Medium	JD	2025/26	Amber
CCSPF10- Prolonged failure of investment managers to achieve their objective returns	<ul style="list-style-type: none"> Regular investment monitoring by officers Regular presentation to pension fund committee Ability to sack managers Diversified investment strategy with a number of different managers 	Medium	Medium	JD	2025/26	Green/Amber
CCSPF11- Price Risk- the volatility of the price of the quoted investments held exposes the fund to the risk of price movements in the market	<ul style="list-style-type: none"> A comprehensive diversified investment approach is adopted 	High	Low	JD	2025/26	Green
CCSPF 12- Interest rate risk- The risk of exposure to significant interest rate rises	<ul style="list-style-type: none"> A comprehensive diversified investment approach is adopted 	Medium	Low	JD	2025/26	Green
CCSPF 13 Discount Rate Risk- Volatility in the discount rate used inflates the level of liabilities to be paid	<ul style="list-style-type: none"> Engage professionally qualified actuary who can mitigate the effects of abnormal discount rates 	High	Medium	JD	2025/26	Amber
CCSPF 14 Foreign Exchange Risk- The risk of fluctuation the value of foreign currencies (the fund holds foreign investments whilst its liabilities are payable in sterling)	<ul style="list-style-type: none"> A comprehensive diversified investment approach is adopted Good cashflow management 	High	Low	JD	2025/26	Green

CCSPF 15 – having suitably trained/experienced staff	<ul style="list-style-type: none"> • Training, development and succession planning 	High	Medium	JD	2025/26	Amber
CCPF 16- Having suitably trained knowledgeable Pension Fund Committee Members/Local Pension Board Members	<ul style="list-style-type: none"> • CIPFA Knowledge and Skills framework • TPR Toolkit • Training Plan • Professional Advisors/Officers advising 	High	Low	JD	2025/26	Green
CCSPF 17- Having adequate cyber security to protect members’ data and ability to continue to pay benefits	<ul style="list-style-type: none"> • Comprehensive firewall and cyber security systems used by the Admin Authority and hosted system providers and robust cyber security policy • Cyber security war game testing 	High	Low	JD	2025/26	Green
CCSPF 18 -						

Target Asset Allocation –

Appendix 3

Asset Class	Target Asset Allocation			
		Passive	Active	
Global Equities	49% +/- 5%	✓	✓	
Global Fixed Interest	9% +/- 5%	✓	✓	
Property incl residential	10% +/- 5%		✓	
Hedge Funds	0% +/- 2%			
Private Equity	10% +/- 5%		✓	
Infrastructure	8% +/- 5%		✓	
Private Debt	5% +/-1%		✓	
Natural capital	5% +/-1%		✓	
Trade Finance	3% +/-1%		✓	
Cash	1% +/- 5%	-		
In house and FM Cash				
Global Bond Funds				
TOTAL	100%	23%	77%	100%

Pension Fund – Budget 2025/26

	Actual 2023/24	Probable 2024/25	Estimate 2025/26
Membership Numbers			
Contributors	22,703	23,595	24,487
Pensioners	15,203	16,908	18,613
Deferred	12,176	12,055	11,934
	50,082	52,558	55,034
	Actual 2023/24 £'000	Probable 2024/25 £'000	Estimate 2025/26 £'000
Income			
Employer Contributions	90,139	93,590	97,129
Employee Contributions	25,876	27,007	28,573
Transfers In	7,458	7,500	7,500
Other Income	174	313	300
Investment Income	32,051	32,000	35,000
	155,698	160,410	168,502
Expenditure			
Pensions Payable	84,825	92,465	94,647
Lump Sum Benefits	20,170	21,000	20,000
Death Grants	2,916	2,700	3,000
Refunds	195	247	240
Transfers Out	10,115	7,100	5,000
	118,221	123,512	122,887
Administrative Expenses			
Support Services	808	808	845
Actuarial Fees	73	130	200
Consultancy Services	206	240	240
External Audit Fees	54	54	54
Performance Monitoring Fees	8	10	10
Printing & Publications	1	18	18
Software Licences	402	400	410
Membership Fees	25	32	32
Legal Fees	18	6	6
Other	67	100	110
Pension Fund Committee	1	2	3
Pension Board	1	2	3
Training	2	10	13
WPP Fees	226	234	333
WPP - Project Snowden	-	52,672	143,051
	1,892	2,046	2,277
Investment Expenses			
Management Fees	6,946	8,000	9,000
Performance Fees	5,254	6,000	6,000
Custody Fees	293	300	300
Transaction Costs	3,424	3,500	4,000
	15,917	17,800	19,300

Agenda Item 6



Report of the Section 151 Officer

Local Pension Board - 26 March 2025

Trustee Training

(CIPFA Code of Practice, Public Sector Finance Knowledge and Skills, The Pension Regulator Knowledge and Understanding Duty on Committee Members)

Purpose:	<p>To determine an annual training programme for Pension Fund Committee and Local Pension Board members and officers of the Pension Fund.</p> <p>Pension Committee approved the following on the 13 March 2025:</p> <ol style="list-style-type: none">1. The assessment and outline training plan in 3.7, 3.8 and 3.9 and delegated authority to the Deputy S 151 Officer for further opportunities identified in the year. <p>This is to ensure compliance with the CIPFA Public Sector Pensions Finance Knowledge & Skills Code of Practice and the Pension Regulator Knowledge and Understanding Requirements.</p>
Consultation:	Legal, Finance and Access to Services.
Report Author:	J Dong
Finance Officer:	J Dong
Legal Officer:	C Isaac
Access to Services Officer:	R Millar
For information	

1. Introduction

- 1.1 Section 248 of The Pension Act 2004, as amended by Public Service Pensions Act 2013 requires that trustees of occupational pension schemes should be trained and have the knowledge and understanding of the law relating to pensions, the role of trustees and the principle of scheme funding, investment management, scheme administration of pension benefits. Whilst there is a

legal requirement for a prescribed level of knowledge and understanding for members of a Local Pension Board, this legal requirement does not apply to members of a Pension Fund Committee. Accordingly, the Pensions Committee have agreed to have regard to the Myner principles, The Pension Regulators' Toolkit, Scheme Advisory Board (SAB) and adopt the CIPFA Knowledge and Skills Framework.

In March 2000, the Chancellor of the Exchequer commissioned Paul Myners to conduct a review of institutional investment in the UK. The review was asked to consider whether there were distortions in institutions' investment decision-making. The efficiency of investment decision-making is an important driver of productivity, helping ensure that capital is allocated effectively and that managers are monitored and held accountable for performance.

1.2 One of Myners' main conclusions was that many pension fund trustees lack the necessary investment expertise to act as strong and discerning customers of the investment consultants and fund managers who sell them services.

1.3 In order to address the distortions identified, Myners recommended that pension fund trustees voluntarily adopt, on a 'comply or explain' basis, a series of principles codifying best practice for decision-making in relation to investment. These principles would be a powerful force for behavioural change. The central tenets included:

- decisions should be taken only by those with the right skills and expertise, and trustee boards should ensure they have access to appropriate skills and resources;
- fund managers should be set clear objectives and timescales;
- the performance of all managers should be measured, and trustees should assess their own performance;
- trustees should engage with investee companies where it is in the interests of their fund members so to do; and
- the investment strategy and returns of the fund should be reported annually to members and the public.

1.4 The Government agreed that the principles represent a clear and coherent approach, which will help the pensions industry respond to the challenges it faces, and from which everyone – consumers, industry and Government, but especially pension funds themselves – stands to benefit. The Government committed to reviewing after two years the extent to which the principles had been effective in bringing about behavioural change.

2. Progress

2.1 The Government has concluded that the voluntary approach is beginning to work, but considerably more efforts are needed to ensure that problem areas identified by the review are satisfactorily addressed. It believes that pension funds would better serve their members' and sponsors' interests if the best

practice embodied in the Myners principles were to be strengthened and amplified, particularly in relation to trustee expertise and the process of investment decision-making.

2.2 Strengthening trustee skills and expertise is fundamental to achieving Myners' goals. The Pensions Act requires all trustees and officers to have appropriate knowledge and understanding of funding, investment, and relevant legal and scheme-specific issues. The Pensions Regulator will be responsible for enforcing this legal requirement, and the Occupational Pensions Regulatory Authority (OPRA) has developed a detailed code of practice to provide trustees with guidance.

2.3 The Government proposed that the Myners principle in relation to effective decision-making (principle 1) should be strengthened to align it with the objective standard of expertise set in the Pensions Act; but also to incorporate the review's conclusion that: the role played by the chair of the trustee board; having a critical mass of trustees with investment expertise; and the availability of additional resources to support the trustee board, are all key factors in promoting effective investment decision-making by pension funds. It therefore proposed to add three new elements to the principle. In all pension funds, the chair has a critical role in ensuring that the board as a whole has appropriate skills to address its responsibilities, and sets aside the appropriate time and resources to address investment decision-making.

3. CIPFA Code of Practice & The Pension Regulator's Knowledge & Understanding Requirements

3.1 CIPFA Code

The CIPFA Code of Practice represents a key element in complying with Myners' requirements for knowledge & skills in decision makers in public pension funds.

3.2 The Code of practice is underpinned by 4 key principles:

1. Organisations responsible for the financial administration of public sector pension schemes recognise that effective financial management, decision-making and other aspects of the financial administration of public sector pension schemes can only be achieved where those involved have the requisite knowledge & skills.
2. Organisations have in place formal and comprehensive objectives, policies and practices, strategies and reporting arrangements for the effective acquisition and retention of pension scheme finance knowledge and skills for those in the organisation responsible for financial administration and decision-making.
3. The associated policies and practices are guided by reference to the requirements outlined in the CIPFA Pensions Finance Knowledge & Skills framework.
4. The organisation has designated a named individual to be responsible for ensuring that policies are implemented.

3.3 CIPFA recommends that all LGPS organisations adopt the following statements:

1. This organisation adopts the key recommendations of the Code of Practice
2. This organisation recognises that effective financial administration and decision making can only be achieved where those involved have the requisite knowledge and skills
3. accordingly that organisation will ensure that it has formal and comprehensive objectives, policies and practices, strategies and reporting arrangements for the effective acquisition and retention of the relevant knowledge and skills
4. The policies and practices will be guided by reference to CIPFA knowledge and skills framework
5. The organisation will report on an annual basis how these policies have been put into place
6. this organisation has delegated the responsibility for the implementation of the requirements of the CIPFA Code of practice to the Section 151 Officer.

3.4 The Pension Regulator

Key points

- You must have the required knowledge and understanding of scheme rules, documents recording scheme administration policies and pensions law.
- You should have adequate training to meet the knowledge and understanding requirements.

3.5 Knowledge and understanding requirements

You must:

- be conversant with (ie have a working knowledge of) your scheme rules and any document recording policy about the administration of your scheme
- have knowledge and understanding of the law relating to pensions

Scheme rules and administration policies

You must have a working knowledge of your scheme rules and documented administration policies. You should understand them in enough detail to:

- know where they are relevant to an issue
- understand and if necessary challenge any advice that you're given.

3.6 The pending Pension Bill is envisaged to include a comprehensive requirement for Pension Fund trustees including LGPS trustees to have adequate knowledge and skills to undertake their roles.

3.7 The City & County of Swansea Pension Fund Policy Statement

The City & County of Swansea Pension Panel recognises the importance of ensuring that all staff and members charged with the financial management and decision making with regard to the LGPS are fully equipped with the knowledge and skills to discharge the duties and responsibilities allocated to them. The City & County of Swansea Pension Fund formally adopted the CIPFA Pensions Finance Knowledge & Skills Code of Practice in June 2012. It will provide/arrange training for staff and members of the pensions decision making body to enable them to acquire and maintain an appropriate level of expertise, knowledge and skills. CIPFA have recognised the necessity to revisit and update this code of practice.

The Pension Committee has designated the Deputy Section 151 officer to be responsible for ensuring that the policies are implemented.

The majority of the Pension Committee and Local Pension Board have been in post for some time now and have formally undertaken initial introductory training in the LGPS and are consolidating that knowledge with continuous development, however an ongoing induction programme shall be required for any new members of the Pension Fund Committee or Local Pension Board if recently appointed.

With the revision of LGPS Governance Regulations and SAB guidance, the importance of minimum Trustee competence, knowledge and skills shall greatly increase

3.8 Hymans, the fund's appointed investment consultant launched the LGPS National Knowledge Assessment (NKA) in 2020 which seeks to assess the knowledge levels of Pension Fund Committees and Local Pension Boards nationwide.

In participating in the assessment, the fund received a full report outlining:

- Own fund results
- Analysis and suggested next steps
- Benchmarked position against other funds
- A tailored recommended training plan

The assessment launched in March 2020 with members of the pension fund committee and local pension board completing the 15-20 minute survey during April and May 2020. The results and subsequent questionnaire were used to inform the plan below. It is recognised that it is taking some lead in time to address all the areas identified for training. It is appreciated the time commitment made by committee/board members can be considerable.

3.9 In 2024/25, the following Trustee training was undertaken by members of the Committee and Local Pension Board:

City & County of Swansea Pension Fund - Member Training

Date	Event / Training
Mar-24	Wales Pension Partnership (WPP) - Pooling Progress, Introduction to LPPI, LGPS England & Wales Pooling Consultation
Ongoing	Investing in Private Markets & Procurement
Jun /Sept /Nov / March	Pension Fund Quarterly Committees
Jun /Sept /Nov / March	Local Pension Board Quarterly Meetings
Jun-24	Wales Pension Partnership (WPP) - Pooled Investments, WPP Considerations around Cyber Security
Sep-24	WPP Responsible Investment Workshop
	Wales Pension Partnership (WPP) - RI Training, Climate metrics, Infrastructure and Real Estate RI (Deep dive), Net Zero journeys and ambitions
Nov-24	
Mar-25	Wales Pension Partnership (WPP) - Market Understanding & Regulatory Requirements

Informed by the National Knowledge Assessment undertaken and outstanding training identified previously, the following training has been identified as appropriate training to be undertaken by members of the Committee and Local Pension Board along with any appropriate training opportunities which present themselves during the year to be agreed by the Deputy Section 151 Officer and to participate in and amend the training below which is separately identified by the WPP training plan which is due to be approved at the next JGC meeting later in 2025:

1. LGE (Local Government Employers) Trustee Fundamentals day 1, 2 & 3
2. Actuarial valuation methodologies
3. FCA regulation
4. Pooling symposium
5. PLSA Local Authority Conference
6. Pension Governance- the role of the Committee and the Board
7. Pension Accounting & audit standards

3.10 The determination of any additional training for elected members and identifying the requirements for officers shall be delegated to the Deputy Section 151 Officer.

4. Financial Implications

4.1 The financial implications of the report are that costs will be maintained within the training budget of the Pension Fund previously approved and outlined in the business plan

5. Legal Implications

5.1 The underlying legal framework is set out in the Report

6. Integrated Impact Assessment Implications

6.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015

and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to their own needs.

6.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

6.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

6.4 An integrated impact assessment screening has been undertaken and it concludes that there are no equality impact implications arising from this report.

Background papers: None

Appendices: None

Agenda Item 7



Report of the Section 151 Officer

Local Pension Board - 26 March 2025

Administering Authority - Resourcing

Purpose:	<p>For information re appraisal and recommendations for changes to the current staffing levels with the aim of addressing scheme administration challenges and Regulatory changes to ensure that the structure is fit for purpose to meet the objectives of the fund.</p> <p>On the 13 March 2025 Pension Fund Committee approved the resourcing and budgetary additions identified in 5.4 of the report.</p>
Policy framework	To comply with Regulatory requirements.
Consultation:	Legal, Finance and Pension Section.
Report Author:	Claire Elliott
Finance Officer:	Jeff Dong
Legal Officer:	Carolyn Isaac
Access to Services Officer:	Rhian Millar
For information	

1. Introduction

- 1.1 Pension administration is a complex subject matter with constant changes to both public and private pension legislation. The pension administration function of a local government pension scheme (LGPS) has been and is currently facing an unprecedented volume of scheme administration challenges and changes, some of which had been planned and regulatory (GMP reconciliation) and others have come arisen as a result of legal challenge and High Court decision making (McCloud, Sargeant and on the horizon Goodwin.). The impact of these changes/challenges are pervasive in all areas of pension administration as this impact's historical calculations and member records. This is proving to be resource intensive during the implementation of the remedies.
- 1.2 Likewise, governance requirements have also changed creating more stringent reporting and higher levels of accountability with an increase in the presentation of statistical reporting on a national basis on matters such as Key

Performance Indicators (KPI) and data quality reporting covering common and scheme specific data results.

- 1.3 There has been an increase in pressures from various departments such as the Department for Levelling Up, Housing & Communities (DLHC), Local Government Association (LGA) and Government Actuaries etc. to maintain/receive accurate member data in a timely manner with penalties issued for non-compliance.
- 1.4 The level of scrutiny on the LGPS has never been greater both from internal and external sources such as the Audit Wales, The Scheme Advisory Board (SAB) The Local Pension Board, The Pensions Regulator (TPR), Ombudsman and moreover, the national press.
- 1.5 The competence and skills requirements of the Pension Section Staff has become enshrined in a code of practice which has led to job roles within the Section having to evolve to cater for the additional complexities of the Scheme and the real need for specialist knowledge. There has been a significant shift in stakeholder expectation as the LGPS has evolved with the added scrutiny from TPR following the implementation of the Code of Practice.
- 1.6 The pension fund investment management arrangements of the fund have changed enormously over the course of the last 15 years, not least because of the growth in assets under management from under a £bn to over £3.2bn in that time.
- 1.7 As the scheme has matured so the investment management strategy has developed, with an increasing allocation to real yielding assets such as private equity, property, infrastructure and private debt, with the additional investment monitoring, governance and management responsibilities which accompany those investments. The formation of the WPP has created efficiencies in economies of scale and collective bargaining and implementing common interests but does not devolve responsibility for investment accounting and management and monitoring which still remains an Administering Authority responsibility.

2. Scheme Complexity, Current and Past Challenges

- 2.1 The LGPS is in actuality 3 distinct schemes:
 - Pre'97 -2008 scheme
 - 2008 scheme
 - 2014 CARE scheme
- 2.2 The CARE Scheme was launched on 01/04/2014 and during this time there has been a noticeable increase in the number of caseloads and complex queries this has resulted in several caseloads not being processed in accordance with the Fund's documented KPI's published within the Pension Administration Strategy. Member queries are now proving to be far more complex, time consuming to investigate and address than previously; there is also the added burden of member expectations of an immediate query response.

- 2.3 Tasks are monitored by senior staff members on a regular basis via the task management user listings. Due to an increase of backlog caseloads tasks are being reassigned to the McCloud Team and Senior Staff to action. This is mainly due to the high volume of aggregation cases as regulations require automatic aggregation of all records in the CARE scheme, (the 2013 Regulations restricted aggregation of benefits to receipt of a written positive election from the member), transfers in and termination caseloads. It has been very much the case of 'taking from Peter to give to Paul' hoping to alleviate workload pressures. Evaluation of the situation is constant and various methods have been implemented to remedy the problem; job descriptions have been reviewed/updated across all tiers and processes have been reassigned based on the skills set and knowledge of each tier. However, a backlog of caseloads is still very much prevalent, and we can no longer afford to provide a service to our stakeholders that is no longer fit for purpose. Caseloads being addressed are what is current and not historical it is a case of the here and now and things are getting missed.
- 2.4 On the 06 April 2015, the Government introduced greater flexibility (Freedom and Choice) in the way individuals aged 55 and over can access any defined benefit pension savings arrangement. Pension Funds did not envisage the impact this would have on the day-to-day processes; the Fund has seen an increase in the number of members/Independent Financial Advisors requesting cash equivalent transfer values (CETV) which has impacted the service delivery of the Section. The responsibility on the Fund to ensure that any transfer out of accrued benefits that is in the offering does not expose the member to a potential scam / fraudulent activity has increased extensively. With a significant increase in the number of pension scams during the Covid-19 pandemic, TPR have issued updated guidance / added a further layer of legislation to enable pension funds to apply a traffic light review process during the transfer out procedure. There is an expectation that Funds undertake lengthy due diligence checks whilst processing a transfer out of a members accrued pension benefits and these checks must be completed again as at the date of transfer. This includes recording evidence sourced during the full process; the Fund has in place a checklist which is in accordance with TPR direction. The checklist includes confirmation of the type of pension scheme / arrangement that the CETV is to be paid too i.e., Club / non-club and checking the TPR published Master Trust List / Clean List as drafted by the Section. In the event of the CETV being paid to an occupational pension arrangement evidence of the individual being an earner and actively paying contributions into the new pension arrangement, appropriate checks concerning the validity of the Independent Financial Advisor, registration with Companies House, HMRC & FCA. If it is considered that the transfer might lend to a possible scam/red flag warning and concerns are raised over the legality of the receiving pension scheme the Fund can refuse to proceed with a transfer.
- 2.5 The means of calculating a cash transfer sum (CTS) (applicable when payment is in respect of accrued benefits where the vesting period is less than 2-years and the member has opted to transfer the benefits to an alternative pension plan/arrangement) as opposed to a cash equivalent transfer value whereby the vesting period is two years or more and the member has not reached their normal pension age differs and this can be confusing and time consuming if the data input to calculate a CTS is incorrect and warrants a recalculation. Of late,

there has been several claims received from the Financial Conduct Authority / Pension Ombudsman and other claims organisations acting on behalf of exited members. The catalyst behind these requests is believed to stem from press releases / cold callers pointing out possible misappropriation of pension funds at date of transfer.

- 2.6 With the aim of avoiding / reducing a potential pension scam occurring the Fund has introduced a Transfer Out Panel. The responsibility of the panel is to review any transfer that takes place under the umbrella of F & C to a SIPPS pension arrangement / occupation pension arrangement whereby the member is deemed to be an earner in the new pension (this process does not apply to any transfer to a club / public sector pension scheme). The practice taken to undertake such a review/investigation at the start of the transfer and actual date of transfer is time consuming but important.
- 2.7 Further to the introduction of the LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 which impacted those members who left prior to 01/04/2014 and whose earliest retirement age to access their deferred benefits without their employer's consent was historically age 60; was aligned with LGPS Regulations 2013. From 14th May 2018, members have been given the opportunity of accessing their reduced deferred benefits from age 55. This has led to an increase in the number of members with retained deferred benefits with the Fund being presented with their pension options calculated on their 55th birthday; due to a significant reduction to their benefits due to early access most members opt not to access this at that time. For information purpose only we have identified that within the next 2-years approximately 4,000 deferred members who meet the above criteria will be presented with the option of early access to pension benefits; that is a smidgin short of nearly half of the Funds deferred benefit membership.
- 2.8 The General Data Protection Regulation (GDPR) came into effect from 25th May 2018 to ensure greater protection and rights to individuals and was accompanied by a set of main principals. To ensure compliance the Fund has published a Privacy Policy on the website and drafted a Memorandum of Understanding highlighting the key principles of GDPR. This has been issued to all employers and if in agreement returned signed. Both policies are subject to review. Staff are subject to regular training and are reminded of the possible consequence of a data breach which could lead to the Fund being reported to the ICO with a potential fine being issued.
- 2.9 Member Self-service (MSS): the Fund has worked tirelessly with the members to promote MSS and does so at every opportunity. The main objective is to reduce the number of membership queries, pension estimates, and changes to basic details such as address updates, death grant nomination etc. Automation continues to move forward with technical development and further upgrades. However, with more personal information available to members and the availability of pension forecasts being calculated by the member this has led to increased queries due to the complexity of the Scheme and the lack of knowledge/understanding of the Regulations.

- 2.10 The Fund continues to work alongside the employer authorities and currently has 3 of the largest employers using i-Connect with the remaining employers opting for the completion of monthly on-line scheme returns or provision of data annually via spreadsheet, requiring manual intervention at year-end. The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 which came into effect from 23 September 2020; stipulates that a public sector body must publish an accessibility statement. The Fund has engaged with Swansea Council Web Development Team to ensure compliance and a statement has been published on the website which will be subject to regular review.

3. Current and Ongoing Challenges

- 3.1 With the introduction of the career average scheme and application of the LGPS Regulations 2013, which was originally considered a far easier scheme to administer, the LGPS has been met with several challenges.

3.2 Member Aggregation:

Caseloads are proving to be far more technical than first anticipated as the process involves: Identification of any other LGPS pension rights: Identification of periods of membership i.e., any pre 01/04/2014 memberships the member must elect to combine both periods of memberships and if there is more than a 5-year break between public sector memberships the transferring benefit buys an additional care credit. Where a member has pre and post 01/04/2014 memberships a member must elect to keep the benefits separate; if no election has been received within the 12-month period from date of re-entry the memberships will be automatically combined. Point of note is if the members final salary pay is less in the active post to that of the revalued pensionable pay figure used in the calculation of the deferred benefit this will impact the value of the transferring final salary membership inasmuch as this element of membership will be devalued. Where a member has a deferred CARE benefit upon re-entry into the scheme the benefits are automatically combined however when presented with multiple members records the process is complex and time consuming as CARE pensionable pays, service history records, contribution bands differ as indeed so does membership dates. Formerly, aggregation only took place with a member's election. When reviewing a member's service history consideration must be given to the differing contractual hours worked for example full-time, part-time, variable time and casual employments. Several employers still have not signed up to i-Connect therefore some member records must be set-up manually. Varying employer auto-enrolment dates has seen a marked increase in the number of new scheme members which in turn leads to higher number of individuals querying membership, transfer quotes and requesting opt out forms. Automatic aggregation takes place internally as well as externally with other LGPS funds known as an Inter Fund Adjustment (IFA).

3.3 McCloud/Sargeant:

Final salary pay protections already in place i.e. best of the last 3 years and three-year average within the last 13-years continue as long as the final salary link was not broken, now included member protections for older members i.e. the underpin protection. (Members who were aged 55 or over as at 31/03/2012 who automatically moved into the CARE scheme upon retirement

would have their benefits calculated on both final salary and CARE methodology with the better outcome presented). Other public sector schemes offer a similar protection. Members of the Fire Service (McCloud) and Judges (Sargent) applied to The Court of Appeal stating that the newly introduced protection was discriminatory towards younger members. The Court ruled in favour of the claimants and the Government stated that Regulatory changes to remove age discrimination would be made to all main public sector schemes including the LGPS. The case is often referenced as the 'McCloud Judgement'. What this means in terms of administrative impact is revisiting all casework whereby a member who was in the final salary scheme as at 31/03/2012 and whose status was active as at 01/04/2014 and has since left for reasons such as:

- Retirement
- Transfer of benefits out
- Transfer of benefits in (inclusive of IFA)
- Club transfers
- Deferred member status
- Death in service – survivor benefits
- Aggregation cases
- Final Salary concurrent membership

Members whose status is currently active, and their membership falls within the above dates; 80% of additional member data has been received from employers and 70% of memberships held have already been investigated i.e., contractual hours and service breaks and amended forthwith. All final salary aggregation cases whereby the member has failed to respond / opt not to aggregate will need to be revisited and the member provided with a further 12-month election period to allow for an informed decision to be made based on the change. For members it is considered that the McCloud remedy is neutral, and it is not expected to be financially significant however for the Fund this will affect the administration processes and systems greatly, not forgetting the additional requirement to undertake a robust employer/member communication exercise.

The Fund aims to undertake as much of the modifications/recalculations in-house. Support/advice/guidance has already been sought and will continue going forward from the Funds Actuary Aon. Aon has already undertaken an impact assessment of all data held regardless of membership status and findings are listed below based on the following qualifying criteria:

- Active membership in the LGPS on 31 March 2012
- Active membership in the 2014 Scheme
- No disqualifying break in service after 31 March 2012

68,700 member records were investigated and there are approximately 12,500 member records that meet the above qualification criteria.

Current membership status	Number of McCloud cases
Active	7,400
Undecided leavers	100
Exit – no liability	600

Deferred	1,700
Pensioner	2,500
Death	200
Tier 3 ill-health	0
Total	12,500

The data does not include the following case numbers:

Aggregation	590
Final Salary concurrent	361

The fund is still awaiting an update from the software provider Heywood concerning a possible McCloud remedy. Concerning the total number of aggregation cases that will need to be revisited and this is likely to be significant

3.4 GMP Reconciliation

The Fund is awaiting the results of the GMP Reconciliation exercise, which has been undertaken by JLT/Mercer. Depending on the findings of the reconciliation exercise, it is our understanding that affected pensioner/deferred and active member GMP records will be subject to redress in accordance with the data obtained from HMRC. This will add an additional burden to our day-to-day working practices in so much as records will need to be updated, and where a member has received an underpayment of pension benefits arrears inclusive of adjustments for payments already made/pension increase will require calculating. Again, a robust member communication exercise will be required

3.5 Membership Numbers

As of 31/03/2014 the last day before the CARE scheme was introduced total membership for the fund stood at 36,072. The following years have seen the membership of the fund increase year on year and the most recent membership statistic recorded for the annual report had total membership 47,981. This represents a total membership increase of 11,909 which has had a dramatic effect on the workload of the section. It is deemed that the substantial increase in membership is due to auto enrolment and the requirement to maintain multiple records for members with more than one job role.

3.6 Member Communication and Engagement

There is little doubt that that the attitude and culture towards their pension from members has changed dramatically in recent years with “don’t worry about it till you’re a year out from retirement” being very much a thing of the past. Increased media coverage of the importance of a workplace pension along with the ease of access to the member self-service site has led to far greater engagement with the fund’s membership. While this should in no way be seen as a negative it is undeniable that this has again increased the workload of the section. More time is being spent on a greater number of complex enquiries and member instruction about the key benefits of the pension scheme that they are contributing to and the contrast between a public sector pension and a defined contribution pension

4. Short Term Priorities

- 4.1 The introduction of the National Pensions Dashboard, which is likely to have a considerable impact on day-to-day administration and result in a significant work development plan over the next few years. In readiness the Fund has appointed Target Professional Services to undertake a mortality check of pensioner and deferred pensioner memberships along with a member trace of those members who we do not hold accurate address details on our database
- 4.2 It is envisaged that the Fund will undertake a sweep of the database to identify those members who have not completed a death grant expression of wish nomination form; the aim is to undertake a member engagement exercise highlighted the importance of the completion of the said form.
- 4.3 The question of the current benefits structure of the scheme has been presented and the matter of age discrimination and Regulations 40(1) & 46(1) which imposes an upper age limit of age 75. It determined to be age discriminatory this would involve the redress of all death grant payments made where the member has retired late, and their death grant beneficiaries have not had 10-year pension guarantee applied to the death grant calculation. Cllr Roger Phillips – SAB chair wrote to Paul Scully (Minister of State for DLH&C)
- 4.4 In addition to this a request concerning an update on the Government's commitment to consult on proposed amendments to the Regulations considering the Goodwin V Secretary of State for Education discrimination case which could lead to possible amendments to the award of survivor benefits. (An employment tribunal ruled in favour of the claimant inasmuch as it was deemed that direct discrimination had taken place where male survivors of a female scheme member are entitled to a lower survivor benefit than a comparable same-sex survivor. If it is determined that the LGPS Regulations need to be amended and all widower pensions in payment recalculated from 2005, based on the current membership this would mean 536 pensions in payment subject to redress. (The figure quoted does not include mortality numbers))
- 4.5 There are the pending TCFD reporting requirements in addition to supporting the reporting for engagement and stewardship requirements of the fund. As the levelling up agenda for local infrastructure assets has been deployed there shall be the accompanying additional reporting requirements. In addition, on the agenda of this meeting is the Audit Wales Report recommending additional governance and oversight responsibilities.

5. Resourcing Proposal

- 5.1 Traditionally the Section has been blessed with a wealth of pension knowledge and job satisfaction. This has led to a very low turnover of staff. Recent years have witnessed the implementation of new work processes, technological improvements supported by improved training tools which has in turn improved processes. However, with the ever-changing complexities of the Scheme, additional pressures have manifested themselves which has seen staff members struggle to accommodate the developments; evidence suggests that case numbers and case complexity is impacting on performance.

5.2 Based on the evidence sourced, with an aim of ensuring the administration team can meet the immediate challenges it faces, then the additional resource identified is required. If the work is to be completed in a satisfactory period, the likelihood of incorporating project-based work into the current day-to-day working practices of the benefit teams is not feasible given the additional burden it will place and the impact on business-as-usual caseloads. The consequence of non-compliance is considerable for the Fund.

5.3 Current Structure:

The current structure can be seen at Appendix 1. The Pension Fund Committee approved an addition of 4.3 FTE in 2022 (incl. above) to support the delivery of the above identified workload.

5.4 The Proposed addition to the Structure

In order to meet the preparedness and integration requirements demanded by the implementation of Pensions Dashboard for LGPS for the City & County of Swansea Pension Fund, it is recommended to reintroduce the following post to the structure:

1x Senior Technical Officer

Total costs (incl oncosts) £48,145.50

6. Comparable Resourcing in Partner WPP LGPS Funds

6.1 The following are comparable Administration team resource in the 8 WPP LGPS funds when last compared in 2023:

Fund	Membership numbers	Staffing numbers
City & County of Swansea Pension Fund	47,981	20.5
Cardiff & Vale Pension Fund	46,821	24 (plus 7 vacancies)
Clwyd Pension Fund	50,000	35.5
Dyfed Pension Fund	52,735	22.2 (looking to recruit x no. of FTE additional resourcing)
Gwynedd Pension Fund	42,726	19.16
Powys Pension Fund	19,200	13
RCT Pension fund	75,288	31 (plus 5 vacancies)
Greater Gwent Pension Fund	64,008	26

Anecdotally it has been reported that across all LGPS Funds, recruitment and retention is proving to be a problem; the attraction of private industry being hard to resist with LGPS experience / knowledge being lost.

7. Risks to Not Implementing the Resources

- 7.1
- Normal day-to-day work set as a lower priority; delay in payment of benefits which will cause a direct impact;
 - Incorrect record keeping;
 - Increased errors due to high volumes of work; rush of process (resulting in duplication of work);
 - Staff morale low;
 - Increased time and effort in addressing errors;
 - Failure to comply with KPI's which could lead to a TPR breach and potential fines;
 - Reduced employers / member engagement and allotted time to ensure the Fund's website is up-to-date;
 - Faced with the ever-changing goalposts of the pension world there would be a failure to comply / deliver appropriate staff training as and when required in-line with LGPS specific legislative / Regulatory changes;
 - Failure to monitor / update policies / publish new policies and processes in line with LGPS requirement / best practice;
 - Diminished data quality scores
 - Audit qualification
 - Non compliance with SORP and accounting disclosures
 - Incorrect Cashflow management

This could result in:

- Member / employer complaints, which could lead to Internal Dispute Resolution Procedure appeals or worst-case scenario the reporting of the Fund to The Pension Ombudsman and the issue of a fine;
- The issue of formal improvement notices or financial penalties by the TPR for non-compliance;
- Experienced staff members leaving causing a loss of knowledge/competencies;
- Media attention;
- Staff members feeling under pressure / stressed resulting in high level sickness absence;
- Staff retention / experienced staff members leaving the Section; comparison of job roles within other sectors more money / less responsibilities;
- Blame culture / finger pointing resulting in poor morale within the Section.

8. Legal Implications

- 8.1
- There are no direct legal implications arising from this report; other than potential failure to comply with statutory changes to the Regulations due to resource constraints

9. Financial Implications

- 9.1 The financial implications are outlined in 5.4 resulting in an addition of £48.2k to the 25/26 budget which shall be funded as a direct addition to the pension fund administration budget.

10. Equality and engagement Implications

- 10.1 The Council is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to their own needs.

- 10.2 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

- 10.3 Our Integrated Impact Assessment (IIA) process ensures we have paid due regard to the above. It also takes into account other key issues and priorities, such as poverty and social exclusion, community cohesion, carers, the United Nations Convention on the Rights of the Child (UNCRC) and Welsh language.

- 10.4 An integrated impact assessment screening has been undertaken and it concludes that there are no equality impact implications arising from this report.

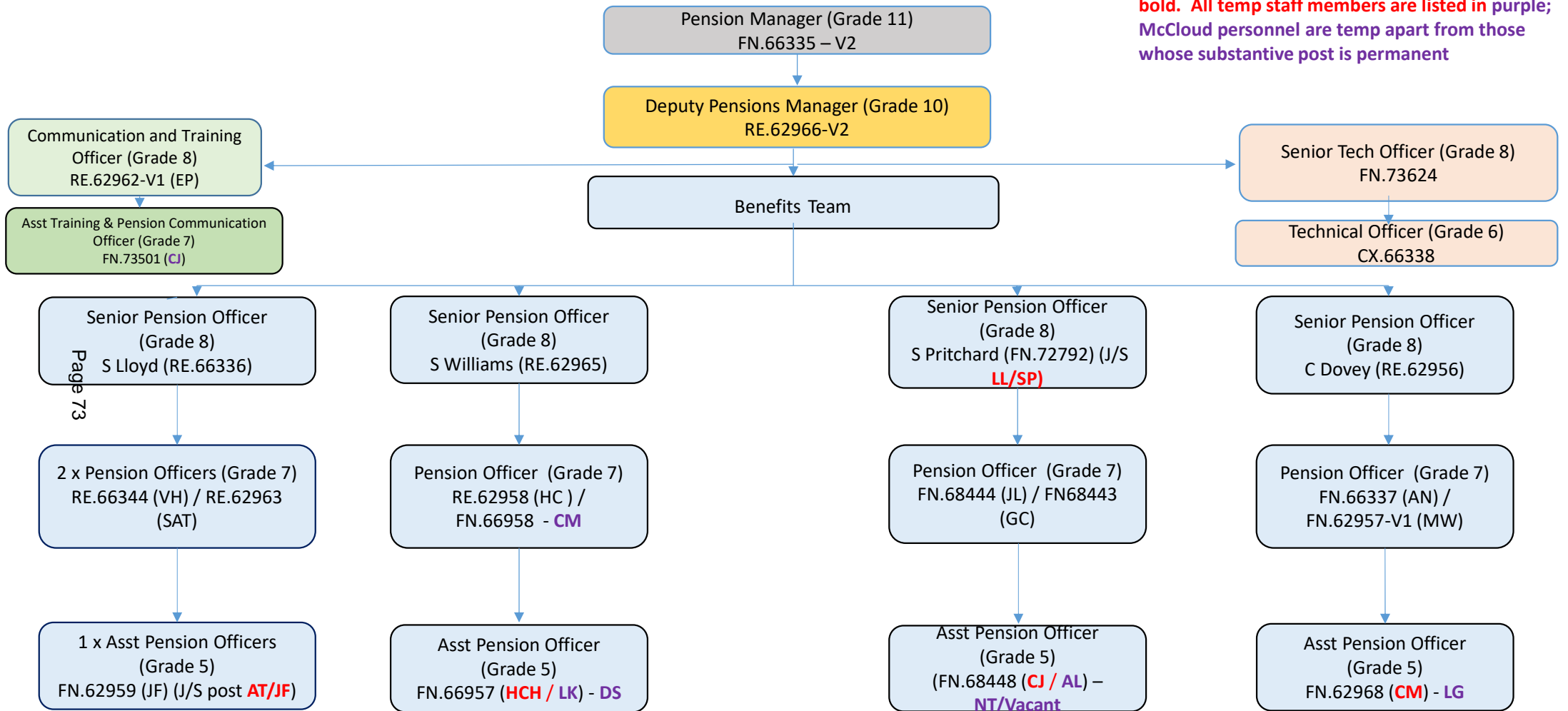
Background Papers: None

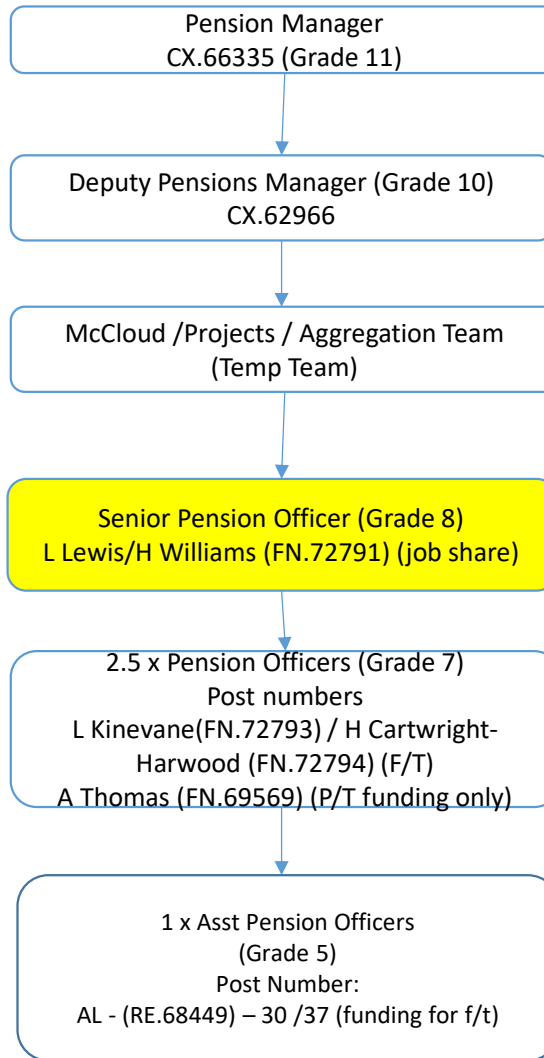
Appendices:

Appendix A – Pension Structure – January 2025

Pension Section Structure – January 2025

Substantive post holder initials are recorded in bold. All temp staff members are listed in purple; McCloud personnel are temp apart from those whose substantive post is permanent





Agenda Item 8



Report of the Chief Legal Officer

Local Pension Board – 26 March 2025

Exclusion of the Public

Purpose:	To consider whether the Public should be excluded from the following items of business.	
Policy Framework:	None.	
Consultation:	Legal.	
Recommendation(s):	It is recommended that:	
1)	The public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.	
	Item No's.	Relevant Paragraphs in Schedule 12A
	9-11	14
Report Author:	Democratic Services	
Finance Officer:	Not Applicable	
Legal Officer:	Debbie Smith – Chief Legal Officer (Monitoring Officer)	

1. Introduction

- 1.1 Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.
- 1.2 Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

2. Exclusion of the Public / Public Interest Test

- 2.1 In order to comply with the above mentioned legislation, Cabinet will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it / they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.
- 2.2 Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 2.3 The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in **Appendix A**.
- 2.4 Where paragraph 16 of the Schedule 12A applies there is no public interest test. Councillors are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

3. Financial Implications

- 3.1 There are no financial implications associated with this report.

4. Legal Implications

- 4.1 The legislative provisions are set out in the report.
- 4.2 Councillors must consider with regard to each item of business set out in paragraph 2 of this report the following matters:
 - 4.2.1 Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.
 - 4.2.2 If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test as set out in paragraph 2.2 of this report.
 - 4.2.3 If the information falls within paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test but must consider whether they wish to waive their privilege in relation to that item for any reason.

Background Papers: None.

Appendices: Appendix A – Public Interest Test.

Public Interest Test

No.	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 12 should apply. Their view on the public interest test was that to make this information public would disclose personal data relating to an individual in contravention of the principles of the Data Protection Act. Because of this and since there did not appear to be an overwhelming public interest in requiring the disclosure of personal data they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
13	Information which is likely to reveal the identity of an individual.
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 13 should apply. Their view on the public interest test was that the individual involved was entitled to privacy and that there was no overriding public interest which required the disclosure of the individual's identity. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 14 should apply. Their view on the public interest test was that:</p> <ul style="list-style-type: none"> a) Whilst they were mindful of the need to ensure the transparency and accountability of public authority for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial / business affairs outweighed the need for that information to be made public; or b) Disclosure of the information would give an unfair advantage to tenderers for commercial contracts. <p>This information is not affected by any other statutory provision which requires the information to be publicly registered.</p> <p>On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

No.	Relevant Paragraphs in Schedule 12A
15	<p>Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 15 should apply. Their view on the public interest test was that whilst they are mindful of the need to ensure that transparency and accountability of public authority for decisions taken by them they were satisfied that in this case disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
16	<p>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p>
	<p>No public interest test.</p>
17	<p>Information which reveals that the authority proposes: (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) To make an order or direction under any enactment.</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 17 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by the public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>
18	<p>Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</p>
	<p>The Proper Officer (Monitoring Officer) has determined in preparing this report that paragraph 18 should apply. Their view on the public interest test was that the authority's statutory powers could be rendered ineffective or less effective were there to be advanced knowledge of its intention/the proper exercise of the Council's statutory power could be prejudiced by public discussion or speculation on the matter to the detriment of the authority and the inhabitants of its area. On that basis they felt that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the public from this part of the meeting.</p>

Agenda Item 9

By virtue of paragraph(s) 14 of Schedule 12A
of the Local Government Act 1972
as amended by the Local Government (Access to
Information) (Variation) (Wales) Order 2007.

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Agenda Item 10

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Agenda Item 11

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