

## Report of the Section 151 Officer

Pension Fund Committee – 12 March 2015

### HOSTING THE CLASS AGM 23 - 24 JUNE 2015

<b>Purpose:</b>	To approve that the City and County of Swansea Pension Fund hosts the CLASS AGM.
<b>Reason for Decision:</b>	To enable organisation and publicity for the event
<b>Consultation:</b>	Legal, Finance and Access to Services.
<b>Recommendation(s):</b>	It is recommended that:  1) The hosting of the CLASS AGM on 23 - 24 June 2015 be approved.
<b>Report Author:</b>	Lynne Miller
<b>Finance Officer:</b>	Jeffrey Dong
<b>Legal Officer:</b>	Nigel Havard
<b>Access to Services Officer:</b>	Euros Owen

#### 1.0 Introduction

- 1.1 The City and County of Swansea Pension Fund's administration system is provided by Heywood, the leading supplier of pension administration software for the Local Government Pension Scheme (LGPS).
- 1.2 The Fund is part of a consortium known as the CLASS (Computerised Local Authority Superannuation System) Group, which was set up in the mid 1970's and consists of local government pension funds and Heywood. The group's prime purpose is to collaborate to provide efficient and effective pension administration for the LGPS.
- 1.3 Each year, the CLASS Group holds an AGM which is hosted by one of the Pension Funds in the group. The Fund has been approached to host the AGM this year on 23 – 24 June.

## **2.0 Main Body of Report**

- 2.1 The City and County of Swansea Pension Fund has previously hosted the CLASS AGM three times in 1999, 2006 at the Dylan Thomas Centre and in 2011 at the Guildhall, before refurbishment.
- 2.2 Initially a one-day event, the AGM has now expanded to two days and allows for demonstrations of pension software and systems, presentations on topical matters and two AGMs for the Local Government Pension Scheme and for the Police and Fire Pension Schemes. An evening function is also provided on the first night.
- 2.3 The event is attended by other members of the CLASS Group representing all areas of the United Kingdom.
- 2.4 The event's programme is arranged by the CLASS Management Team. The event is free as the costs are met through the fees paid to Heywood in connection with the pension administration system and sponsorship which is arranged by Heywood; however, any overnight accommodation costs are met by the individual Pension Funds in attendance.
- 2.5 Facilitating the event would be the responsibility of the Pension Fund. The Fund would be required to provide a meeting venue, lunch and refreshments for the two day event and initial enquiries have indicated it could be accommodated in the Guildhall committee rooms, Lord Mayor's Reception Room and George Hall.
- 2.6 The Fund would also be required to arrange an evening function on the first night. Initial enquiries have been made with hotels in the area; however this will not be pursued until approval to host is given
- 2.7 The cost to host the business side of the event in the Guildhall and Brangwyn complex is estimated at £11,000 and it has been confirmed by Heywood that sponsorship raised will be sufficient to cover the whole event, including the evening function.
- 2.8 Swansea has proven to be a popular destination for the event in the past and the Fund should be proud that it has been approached to host again this year. If approved, hosting the event would bring the usual benefits of promoting the city and wider area.

## **3.0 General Issues**

- 3.1 There are no general issues.

## **4.0 Equality and Engagement Implications**

There are no equality or engagement implications associated with this report.

**5.0 Financial Implications**

5.1 There are no financial implications associated with this report.

**6.0 Legal Implications**

6.1 There are no legal implications

**Background Papers:** None

**Appendices:** None