

COUNCIL MEETING

AGENDA

13th December 2022

Red Kite Room,
New Shire Hall,
Alconbury Weald,
Huntingdon
PE28 4YE

Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held in the Red Kite Room, New Shire Hall, Alconbury Weald, Huntingdon PE28 4YE on Tuesday 13th December 2022 at 10.30a.m.

Agenda

Apologies for Absence

1. Minutes – 18th October 2022 and Motions Log - (pages 11-24)
[available at [County Council meeting 18/10/2022](#)]
2. Chair's Announcements (oral)
3. Declarations of Interests (oral)
[\[Guidance for Councillors on declaring interests is available here\]](#)
4. Public Question Time (oral)

To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3.
5. Petitions (oral)

To receive petitions from the public in accordance with Council Procedure Rule 9.4.
6. Independent Remuneration Panel – (pages 25-38)
Review of Members' Allowances
7. Audit and Accounts Committee Annual Report 2021-22 (pages 39-46)
8. Pension Fund Committee Annual Report 2021-22 (pages 47-54)
9. Cambridgeshire Local Pension Fund Board Annual Report 2021-22 (pages 55-76)

10. Motions submitted under Council Procedure Rule 10

a) Motion from Councillor Simon King

The Council notes that:

- with the increased use of working parties, it is important to retain democratic accountability.
- an essential element of this accountability is political proportionality.
- an amendment was considered by Strategy and Resources Committee on 27 June 2022 to ask Full Council to amend the Constitution to enable all internal working groups to be politically proportionate but was not supported.

The Council therefore recommends:

- that Section 9.05, Article 9 - Advisory Process of the Council's constitution be amended to take political balance into account when appointing to all internal working groups in order to safeguard democratic accountability.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

b) Motion from Councillor Alison Whelan

Cambridgeshire County Council Divestment Motion

Cambridgeshire County Council notes:

- that the climate crisis is one of the greatest threats at the current time.
- that the Cambridgeshire Local Government Pension Fund (CLGPS) has a duty to ensure that it acts in the best interests of its members, pensioners, employers and local council tax-payers to deliver pensions at an affordable cost.
- that Cambridgeshire County Council (CCC) has a duty to ensure it acts in the best interest of residents, employees and local council tax-payers.
- CLGPS has around £87m invested in predominantly fossil fuel companies almost entirely in passive funds[1].
- the United Nations Paris 2015 Agreement commits our governments to keep the global temperature increase to under 2 degrees and aim for 1.5 degrees. Carbon budgets produced by the Intergovernmental Panel on Climate Change, United Nations and the International Energy Agency show that preventing two further degrees of warming relies on not burning 60-80% of all proven fossil fuels. [58% for oil, 59% for gas and 89% for coal [4]].
- that the demand for oil and gas will continue at a greatly reduced level up to and beyond 2050 to ensure to meet demand from such areas as:

- Plastic and chemical production where use as feedstock has a greatly reduced carbon footprint as it does not involve combustion, and even significant improvements in recycling will not meet demand.
 - Aviation fuel, as there is no realistic alternative for the foreseeable future.
 - To manufacture steel and concrete as alternatives are developed.
- that the oil price, and hence the profitability of fossil fuel companies, is dominated by demand. We have seen the impact of the significant fall in demand causing oil wholesale prices to crash to negative values in April 2020 followed by increases to far higher prices in 2021 as demand surges.
 - that the majority of fossil fuels are not produced by corporate entities in which the Pension Fund can invest, but by state owned companies not subject to the same regulations and calls for divestment.
 - former Bank of England Governor Mark Carney warned in December 2019 that fossil fuel investments risk becoming “stranded assets” (i.e., worthless) as investors exit the sector. “A question for every company, every financial institution, every asset manager, pension fund or insurer – what’s your plan?”
 - that fossil fuel investments have been out-performed by renewables.[2]
 - that, in just over a decade, the Danish energy company Ørsted has shifted from a predominantly coal-based energy business to being a world leader in renewables particularly offshore wind, demonstrating a kind of just transition model for other such companies.
 - that Environmental, Social and Governance (ESG) criteria are important in considering all investment opportunities and that these are interlinked reflecting a company’s relationship with its employees, suppliers, shareholders and the communities in which the company operates.
 - the Pension fund has recently reviewed its Investment Strategy in conjunction with a survey of members and contributing employers and included “A commitment is stated for the Fund’s investments to have net-zero carbon emissions by 2050 (or earlier). Over the next 12 months (by December 2022) the Fund will develop a credible plan with milestone dates to achieve this, in conjunction with the existing work scheduled by Mercer to draft the Fund’s first report that meets the requirements of the Task-Force on Carbon-Related Financial Disclosures (TCFD)”

This Council commits to:

- call upon the Cambridgeshire Local Government Pension Scheme to Divest from fossil fuels in a holistic manner in accordance with current understanding of the need for this.
- call on the CLGPS to produce a timeline for the reduction in carbon emissions and produce annual progress updates with an aim of reaching net-carbon zero earlier than the Paris Accord.
- calling on the CLGPS and CCC to act in an environmentally positive manner by developing investment policies which:

- a) Support individuals and communities through strong ESG principles.
- b) Engage with companies and funds to ensure that they are actively pursuing environmentally positive policies including, but not limited to, eliminating carbon emissions.
- c) Where such engagement is ineffective to fully divest from such investments as rapidly as possible.
- d) Set out an approach to quantify and address climate change and environmental risks adversely affecting the Pension Fund investments.
- e) Actively seek to invest in companies that will act in an environmentally positive manner and minimise climate risk and where possible, and in local climate solutions that will benefit fund members, their families and the wider community.

Footnotes

[1] 2021 figures taken from the report *Divesting to protect our pensions and the planet – An analysis of local government investments in coal, oil and gas*. Available [here](#)

[2] *Energy Investing: Exploring Risk and Return in the Capital Markets*, Joint Report by the International Energy Agency and the Centre for Climate Finance & Investment, Paris. Available [here](#)

[3] As determined by the most recent Carbon Underground 200 list.

[4] *Unextractable fossil fuels in a 1.5 °C world*, Dan Welsby, James Price, Steve Pye & Paul Ekins, Nature, vol. 597, p, 230, September 2021 available [here](#)

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

c) Motion from Councillor Alex Bulat

Motion on local-level support for asylum seekers and migrants

The Council notes that:

- people move and have always moved. As long as conflict, persecution and economic hardship exists in the world, there will always be people who will seek compassion and a new life in a country other than the one they happened to be born in. Migrants have made a huge economic, cultural and social contribution to the communities they join in the UK.
- councils across the UK play a key role in supporting asylum seekers, including Unaccompanied Asylum Seeking Children (UASC), as well as migrant residents more broadly - from providing direct services to signposting to specialist organisations and agencies.
- there are significant pressures on local authority budgets. The cross-party Local Government Association's (LGA) Asylum, Refugee and Migration Task Group

has consistently raised with central Government the ongoing pressures, limited or lack of sustainable funding to support migrants and asylum seekers, and the need for better and more efficient engagement with local government, recognising the unequal local-level funding distribution.

The Council welcomes that Cambridgeshire County Council:

- promotes the principles of dignity and respect for all migrants and asylum seekers.
- has had a compassionate and welcoming response to asylum seekers, refugees and migrants, including our Unaccompanied Asylum Seeking Children (UASC) in care.

The Council expresses concern that:

- there is worrying hostility towards migrants and asylum seekers, recently fuelled by the Rwanda plans and the further erosion of migrants' rights through the Nationality and Borders Act 2022.
- the UK Home Office "Hostile Environment" policy implemented through the Immigration Act 2014, which has been strengthened by subsequent Acts, most recently the Nationality and Borders Act 2022, has blurred the lines between service provision and immigration enforcement. This can lead to asylum seekers, refugees and migrants avoiding accessing the services they are entitled to or asking for support, due to mistrust in or fear of institutions.
- the No Recourse to Public Funds (NRPF) which some non-UK residents are subject to, makes it difficult or impossible for local authorities to prevent destitution. This is particularly concerning in current cost of living crisis.
- the Home Office processing of asylum (and immigration applications more broadly) is inefficient and lengthy. The longer it takes until, for instance, a refugee is granted the right to work (which they do not have while in the process of claiming asylum), the more pressures local authorities will feel. The right to work is essential to independence, integration and community cohesion.

The Council is recommended to:

- commit to the development of a local, county-wide 'Place of Safety' pledge, which supports the right of all to seek services, advice, support and representation without fear of adverse consequences.
- refer the development of the pledge to the Communities, Social Mobility and Inclusion Committee, asking it to ensure the pledge is succinct, legal, and available in a form (or forms) that are suitable for both councillors, local MPs and partner organisations.
- encourage the Council's partners not to participate in maintaining a 'hostile environment' by providing data to the Home Office that may be used for detention and deportation purposes, (except where this is a legal obligation).

- join (and encourage our partners to join), the NRPF network (<https://www.nrpfnetwork.org.uk/>), a national network of local councils and experts safeguarding the welfare of destitute families,
- work collaboratively with partners to ensure that all residents, irrespective of their immigration status, can access appropriate voluntary and/or statutory support to meet their basic needs for healthcare, housing, and support during the cost-of-living crisis.
- work collaboratively with the ESOL (English for speakers of other languages) Local Planning Partnerships recently established by the Combined Authority. Both North and South Partnerships are chaired by Cambridgeshire County Councillors, and the Partnerships bring together providers and experts with significant expertise on supporting asylum seekers with English language learning.
- work closely with the LGA to share best practice on asylum seeker resettlement support, increase coordination in the East of England and put pressure on central Government to allocate resources especially in the most disadvantages areas.
- join the City of Sanctuary Local Authority Network - Building a culture of hospitality for people seeking sanctuary.
- request officers explore the development of a 'City of Sanctuary' type charter for use at countywide level, providing a short assessment to a future meeting of the Communities, Social Mobility and Inclusion Committee
- establish a member-role of 'Migrant Champion'. This symbolically important role would be the public face and embodiment of the County Council's approach to and campaigning on migrant, asylum seeker and refugee issues rather than a contact point for these groups in the community or a link to any particular council service.

The Council is asking the Chief Executive to:

- write to the Home Secretary to highlight the challenges faced by asylum seekers and refugees in our county and call for safe and legal routes for asylum (rather than the inefficient and expensive Rwanda plan) as well as adequate funding for local authorities to be able to support resettled communities in Cambridgeshire.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

d) Motion from Councillor Steve Count

Core purpose. To independently scrutinise the fairness of the Greater Cambridge Partnership (GCP) sustainable travel zone consultation for its appropriate use in any County Council debate.

This Council notes that:

- the GCP was instructed by its board, containing three voting members, one Liberal Democrat and two Labour, to undertake a consultation on its package of public transport improvement plans including a congestion charging regime.
- the GCP plan to use the outcome to consider presenting a business case for road use charging to the County Council.
- the County Council is the only body legally allowed to make that decision.
- during the consultation period, members of the public have raised concerns regarding the appropriateness of the consultation. These have included but are not limited to:
 - the consultation is biased in its wording.
 - the concentration is primarily in the GCP area, equal effort and promotion has not taken place countywide.
- the public purse was used to produce promotional material, concentrating on improvements, with little to no coverage of costs.
- whilst the Liberal Democrat and Labour controlled GCP may well have performed a consultation it is satisfied with, this does not automatically mean it is broad and balanced enough for County Council purposes.

This Council therefore asks the Chief Executive to engage an appropriate external qualified independent body to test against all good established consulting requirements. Also including but not limited to:

- examining the consultation material and fair ability to respond.
- taking a view on the appropriateness of a geographically varied approach to a consultation, which requires a countywide decision.
- analysing the content, cost and location of any GCP produced material, both physical and on social media.

This Council recognises the value of this proposal, to either add validity and confidence to progress towards a decision on congestion charging or to inform County Councillors of areas that need consideration or risk making decisions with the potential to be legally challenged.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

e) Motion from Councillor Mark Goldsack

Core purpose. To provide a visual and data comparison of impacts on road space available and other contributory issues for car users, comparing pre covid and consultation periods.

The Council notes that:

- the Liberal Democrat and Labour controlled Greater Cambridge Partnership (GCP) has launched a congestion charge consultation.
- the GCP also has delegated powers as the highways authority.
- during the consultation residents have raised concerns about the sheer quantum of roadworks, pop up cycleways, increased pedestrianisation, removal of official scooter zones and temporary redirection of the guided bus way and closure of cycle lanes.
- there has also been a catastrophic failure of bus services, for various reasons during that period.
- concerns have been raised that these unusual occurrences will have artificially raised the appearance and occurrence of congestion during the consultation period.

This Council therefore recommends in order to give County Councillors confidence in the consultation or provide evidence that congestion may have been unusually high during that period, thereby affecting consultation responses to:

- ask the Chief Executive to ask officers to compare the consultation period with the same period, pre covid to allay or confirm those suspicions.
- draw up maps with:
 - associated data of space available for private car use.
 - locations of roadworks.
 - temporary and permanent road, cycle lane and bus lane closures.
- confirm any decision to restrict zones for scooter usage during the consultation.
- provide information on all reductions and non-delivery of scheduled bus services, during the consultation period.
- ask officers to analyse data generated and determine what impact there was, if any, on congestion during the consultation period.

[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]

11. Questions

- (a) Cambridgeshire and Peterborough Combined Authority (to follow)
and Overview and Scrutiny Committee
(Council Procedure Rule 9.1)

- (b) Written Questions (Council Procedure Rule 9.2) (oral)

To note responses to written questions from Councillors submitted under Council Procedure Rule 9.2.

12. Exclusion of Press and Public (oral)

To resolve that the press and public be excluded from the meeting on the grounds that the agenda contains exempt information under Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed (information relating to any individual.)

13. Report of the Staffing and Appeals Committee - (to follow)
Appointment of Monitoring Officer and Section 151 Officer

Dated 5th December 2022

Linda Walker
Interim Monitoring Officer

The County Council is committed to open government and members of the public are welcome to attend this meeting. It supports the principle of transparency and encourages filming, recording and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chair of the Council and political Group Leaders which can be accessed via the following link or made available on request: [Filming, recording and photos of meetings](#)

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For more information about this meeting, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: michelle.rowe@cambridgeshire.gov.uk

Full Council Motion Log

This is the updated Motion Log as of 5 December 2022. It captures the actions arising from motions agreed at meetings of Full Council and updates Members on the progress in complying with delivery of the necessary actions.

Motions from Full Council on 20 th July 2021					
Minute No.	Motion	Responsible Officer	Action	Update	Status
23 d)	Councillor Steve Tierney (Highways)	Executive Director for Place and Sustainability	An immediate audit of roads and footpath and cycle paths across the County, focussing first on areas of high deprivation.	Update: 13 December 2022 A report titled 'Audit of Roads and Footways in the Ten most Deprived areas of the County' was shared with members on 4 November 2022.	Complete
		Executive Director for Place and Sustainability	Work with the CPCA and GCP to audit access to public transport across the County, with a particular focus on access to post-16 education.	Update: 13 December 2022 Evidence has been shared with the Greater Cambridge Partnership (GCP) and Combined Authority (CPCA) regarding access to post-16 education, in particular showing service routes and frequency of closest bus stops. The Combined Authority is the Passenger Services Authority, with overarching responsibility for passenger transport. The GCP and CPCA have acknowledged receipt of this evidence, and the Assistant Director Strategic Transport and Network Management has offered their support in the consideration of this information. The	Complete

				GCP will feed the information into potential City Access considerations.	
		Executive Director for Place and Sustainability	Achieve improvements in highways according to need advised by Officers.	<p>Update: 13.12.2022</p> <p>The Highways Asset Management Approach ensures the funding available for maintenance is directed in the most effective value-for-money way in the long term, to help avoid or slow deterioration of the state of highways. Following the work to see if there is a lower road condition in deprived areas, officers will assess if there is a need to redirect any funding to achieve the optimum maintenance regime across the county.</p> <p>A report titled 'Audit of Roads and Footways in the Ten most Deprived areas of the County', which was shared with members on 4 November 2022, provides further information.</p>	Complete

Motions from Full Council on 9th November 2021

Minute No.	Motion	Responsible Officer	Action	Update	Status
34 a)	Councillor Mark Goldsack (Protecting homes and property from unnecessary surface water)	Executive Director for Place and Sustainability	Undertake a full audit of known issues with underground highways assets to identify narrow bore piping issues and determine, under present conditions and stresses, whether they can be expected to cope with the regular and anticipated	<p>Update: 13 December 2022</p> <p>A briefing was sent to all members on 30 September 2022 and an initial programme of proposed sites for drainage works is being undertaken. The focus is now on delivery of the works at priority sites.</p>	Complete

			deluges and subsequent surface water of the like now regularly seen.		
		Executive Director for Place and Sustainability	Use the audit and local plans to predict which systems will be overwhelmed and to incorporate that into planning discussions with local planning authorities.	Update: 13 December 2022 The flood team is awaiting the outcome of the audit before this can progress.	Ongoing
		Executive Director for Place and Sustainability	Commit to the people of Cambridgeshire that anywhere small bore pipework is causing an issue it will be addressed by carrying out an assessment of a fully costed of a programme of works to either replace the small-bore soak away pipework, with appropriate higher bore pipe work solutions that bring immediate relief and also future proof as predicted or supply full details of alternative solutions in those areas with fully costed plans of actions that will mitigate and protect property in areas of known puddling. Consideration of solutions	Update: 13 December 2022 A briefing has been sent to members on 30 September. Work on priority sites identified through a risk mapping exercise is underway, and is planned for completion in early 2023.	Ongoing

			and costs for addressing surface water flooding issues to go through the Council's ongoing business planning process.		
34 d)	Councillor Lucy Nethsingha (Free school meals)	Director of Education	Work with partners to set up a funding scheme to support children and young people whose families are on Universal Credit or free school meals to have reduced cost access to out of school activities, in order to support them to reach their educational and personal potential.	<p>Update: 13 December 2022</p> <p>Officers have worked with school leaders to develop a scheme to support all children who need catch up outside of the government-funded academic tuition route. This includes options for wider curriculum opportunities, clubs, visits, etc. A report setting out further details was presented to the Children and Young People Committee in October 2022.</p> <p>However, the scheme has been paused while the Council develops its understanding of the implications of the extension of the Household Support Fund. The Council's priority will continue to be sustaining the Holiday Voucher scheme at £180 per eligible child for the 2023-24 financial year.</p> <p>There is likely to be a shortfall on funding between the grant and the cost of the scheme. This will be considered in the coming months. To support the Council's drive to improved literacy across the county, it is being proposed to ringfence a proportion of this funding to support auto-enrolment of all primary age children into their local library.</p>	Ongoing

Motions from Full Council on 14th December 2021

Minute No.	Motion	Responsible Officer	Action	Update	Status
38 a)	Councillor Sam Hoy (Mental health hubs)	Executive Director of People Services	With decentralisation, work with the CCG to open an Early Help hub in each locality.	<p>Update: 13 December 2022</p> <p>Discussions have been held between the Public Health team and colleagues at the Clinical Commissioning Group on this issue.</p> <p>Family hubs being implemented across Peterborough will now have early help mental health support and perinatal mental health support as part of their remit. Mental health hubs and their equivalents will be considered as part of the Public Mental Health strategy development work.</p>	Ongoing

Motions from Full Council on 15th March 2022

Minute No.	Motion	Responsible Officer	Action	Update	Status
61 a)	Councillor Ros Hathorn (Repair cafes and other reuse, recycling and upcycling initiatives)	Executive Director of Strategy and Partnerships	A report to be brought to the meeting of the Communities, Social Mobility and Inclusion Committee on 21 July 2022 with a model whereby the County Council can support the rollout of new repair,	<p>Update: 03.10.2022</p> <p>A report entitled “Supporting the Rollout of Repair Cafes, Upcycling and Recycling and Reuse Initiatives” will be presented to the Communities, Social Mobility and Inclusion Committee on 8th December 2022.</p>	Complete

			recycling, upcycling and reuse initiatives, to support existing schemes, and consider the efficient use of limited funds and suitable scheme evaluation criteria.		
61 c)	Councillor Hilary Cox-Condron (Inequalities)	Executive Director of Strategy and Partnerships	Review, develop, and implement training and communications for staff and Members to raise awareness of this duty within our wider Equality, Diversity and Inclusion work, and to develop our understanding of how it applies to our policies and practices, in the services we deliver, and in the services we commission from others.	Update: 04.10.2022 Work is well underway to develop a set of mandatory and wrap around learning for Council employees and councillors regarding different aspects of equality, diversity and inclusion, with input from external experts in this field. The content will include equality impact assessments and will be made available by the end of 2022. A Member seminar was held on 18 July 2022.	Ongoing

Motions from Full Council on 10th May 2022

Minute No.	Motion	Responsible Officer	Action	Update	Status
76 d)	Councillor Ros Hathorn (Street planters and	Executive Director for Place and Sustainability	Develop guidance on the Council's website which makes it easier for these projects to move forward, and to provide a briefing	Update: 13 December 2022 A briefing note was circulated to members on 14 November 2022, which provided an update on the motion, and outlined the updated information on the	Complete

	green bus stops)		paper to members of the Environment & Green Investment and Highways and Transport Committees this summer with a view to communities being able to consider such projects within the year of the Queen's Platinum Jubilee as a way of commemorating this event.	Council's website which signposts town and parish councils to advice and guidance on design, costs, and implementation. This signposting also enables customers to access readily available information and useful contacts.	
76 e)	Councillor Lucy Nethsingha (Waste recycling)	Executive Director for Place and Sustainability	A briefing note be written and circulated to members of the Environment and Green Investment Committee looking at the ways in which the Council can continue to work with RECAP (Recycling Cambridgeshire and Peterborough) to support increased re-cycling, working closely with district and other partners.	Update: 13 December 2022 A briefing note is being produced with the Combined Authority as a potential funding route. With Councillor Nethsingha's assistance, officers are engaging with the Combined Authority, and a site visit to the Waterbeach Waste Management Park to review the current waste facilities occurred on 23 November 2022. Once more is known about the funding options the briefing note will be redrafted and circulated to the Committee.	Ongoing

Motions from Full Council on 19th July 2022

Minute No.	Motion	Responsible Officer	Action	Update	Status
87 a)	Councillor Hilary Cox Condron (Junk food advertising)	Head of Procurement and Commercial	<p>Strategy and Resources Committee to:</p> <p>Consider phasing out all forms of junk food advertising in County Council assets, such as roundabouts. The Council will aim to instead use the advertising space to promote health promoting products, which may mitigate any loss of income.</p> <p>Publish an advertising strategy that includes the Council's position on junk food, and consideration to environmentally damaging products (including industrially farmed animal products) in the context of the Council's net zero strategy, in addition to the exclusions currently included within the policy</p>	<p>Update: 13 December 2022</p> <p>The only contract sitting under this policy currently is the roundabout contract. This is mid-term, discussions have been started with the current contractor regarding compliance with the motion and the updated policy, but the ability to remove non-compliant advertising will depend on the contracts that the supplier has with their advertising partners. When the contract is re-procured, compliance with the motion and the updated policy will form part of that process. The responsibility for identifying new income opportunities is currently under discussion.</p> <p>An updated Advertising and Sponsorship Policy has been approved by the Council's Corporate Leadership Team, and has been on the Council's website and intranet. This policy aligns with the motion.</p>	Ongoing

			<p>- such as gambling, alcohol and violence.</p> <p>Investigate the possibility of a County wide Low Carbon Policy for advertising and sponsorship, and model any resulting financial impact.</p>		
		Chief Executive	<p>Work collaboratively with District Councils to have a joined-up approach to this issue via the Cambridgeshire Public Service Board, given that Districts have responsibility for applying national planning policy on advertising planning restrictions.</p>	<p>Update: 13 December 2022</p> <p>The Chief Executive presented this item to the Cambridgeshire Public Service Board on 26 October 2022. It was agreed that the district councils would look at their current advertising practice around fast food and provide updates at a future meeting.</p>	Ongoing
		Executive Director for Place and Sustainability	<p>Work collaboratively with the Local Government Association to promote best practice in this area.</p>	<p>Update: 13 December 2022</p> <p>Officers are in dialogue with the Local Government Association, which has provided details of other councils that are looking at similar bans. The Procurement and Commercial Team considered these details when reviewing the Advertising and Sponsorship Policy, to consider best practice being used elsewhere.</p>	Complete

87 b)	Councillor Mark Goldsack (speed limits)	Executive Director for Place and Sustainability	Produce a report for a future meeting of the Highways and Transport Committee on principles for the location of buffer zones, on how the process for local applications can be simplified and promoted to applicants, and on options for facilitating the installation of buffer zones where locally supported, whether through the LHI process or by other means. detailing a review of all National Speed Limit access roads that lead into 30MPH road inhabited areas.	Update: 12 September 2022 A report will be presented to the Highways and Transport Committee in March 2023.	Ongoing
87 d)	Councillor Ros Hathorn (travel infrastructure)	Executive Director for Place and Sustainability	The Highways and Transport service to: Prioritise developing active travel specific maintenance measures within the Highways Operational Standards (HOS) and explore ways in which ongoing maintenance requirements can be	Update: 12 September 2022 Work is underway to review maintenance intervention levels and response times within the network hierarchy, to understand how the Council is supporting active travel through its day-to-day maintenance activities. This work aims to identify whether changes can be made to more actively and positively support active travel through maintenance within current funding.	Ongoing

			<p>removed as a barrier to good scheme design.</p> <p>Undertake a review of the highway hierarchy used to deliver the asset management maintenance programme to ensure it reflects active travel growth and the ambitions of the Council.</p>		
87 e)	Councillor Alex Beckett (Pavement parking)	Executive Director for Place and Sustainability	Prepare a paper for Strategy and Resources Committee proposing a group of pilot areas in Cambridge City for TRO implementation, outlining the costs required to implement.	<p>Update: 13 December 2022</p> <p>Traffic Management/Policy and Regulation officers have met with the Chair of the Highways and Transport Committee to discuss pilot areas and the most effective delivery route for a trial. However, further information around restrictions and costs is required before a report can be prepared for the Strategy and Resources Committee. Officers will collate this information prior to further discussions with the Chair and Vice-Chair of the Highways and Transport Committee.</p>	Ongoing
		Executive Director for Place and Sustainability	Strategy and Resources Committee to assess this paper and provide a budget for implementation and enforcement of this work to prevent informal pavement parking within the city.	Please see above.	Ongoing

		Executive Director for Place and Sustainability	Highways and Transport Committee to assess the impact of this trial upon its implementation.	Please see above.	Ongoing
		Executive Director for Place and Sustainability	If successful, the highways department should expand this work and bring a further paper to Highways and Transport Committee for all urban areas within Cambridgeshire with informal pavement parking, when it is appropriate to do so (mindful that Civil Parking Enforcement powers are needed to locally enforce the TRO).	Please see above.	Ongoing

Motions from Full Council on 18th October 2022

Minute No.	Motion	Responsible Officer	Action	Update	Status
97 a)	Councillor Philippa Slatter (20MPH speed limit)	Executive Director for Place and Sustainability	Ask the Highways and Transport Committee to: i) Establish a policy of 20mph as the default speed limit on new residential roads as soon as possible as	A report titled “20MPH – Update” will be presented to the Highways and Transport Committee on 6 December 2022, which considers the implications of the motion. The guidance within the Council’s control is the Highway Development Management ‘General Principles for Development’ (HDM GPD) document,	Ongoing

			<p>part of the planning process</p> <p>ii) Reduce the speed limit on roads in new residential roads recently or about to be adopted to 20mph unless local factors suggest otherwise.</p>	<p>and the Housing Estate Road Construction Specification (HERCS), in accordance with which new adoptable schemes must be design and constructed. Both documents are currently being updated, with a view to formal adoption as policy documents accompanying the Highways Operational Standards.</p> <p>Paragraph 4.4.2 of the current draft of the 2022 HDM GPD states:</p> <p>i. Unless otherwise agreed with the Engineer, all adoptable streets shall have a design speed of 20mph and shall incorporate measures to regulate vehicle speeds accordingly, to the benefit of both future residents and all users of the highway.</p> <p>ii. Developers will be required to design, promote, and implement via formal Traffic Regulation Order a 20mph speed restriction across the development prior to the adoption of the streets as public highway (in conjunction with the County Council Policy and Regulation Team).</p> <p>iii. Speed cameras or permanent speed indicator devices are not an acceptable means of controlling vehicle speeds on new highway schemes. There should be traffic calming features throughout the 20mph zone, such that no part of a road is more than 50m from a traffic calming feature, i.e. each feature no more than 80m apart (does not apply to a cul-de-sac less than 80m long), or a horizontal bend (vehicles having to change direction by at least 70 degrees within a distance of 32m), with complimentary road markings/ repeater signs as appropriate. The nature of the traffic calming feature</p>	
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				<p>is to be determined by the designer with due regard to the context of the development.</p> <p>iv. Streets without 20mph restrictions, or streets with a higher function (i.e. local bypasses/ major distributor roads) will be expected to provide a high standard segregated non-motorised user facilities, with due regard to the overall function and nature of the street.</p> <p>The current draft of the 2022 HERCS Draft (which is a construction specification not a design guide, and therefore the reference is brief and only intended as a policy 'flag' for developers) states:</p> <p>n) The developer shall provide signing and road markings in accordance with the Traffic Signs Regulation & General Directions. Prior to adoption, all new housing estate roads shall be subject to a formal speed limit of 20mph (promoted with the appropriate Traffic Regulation Orders), unless otherwise agreed with the Engineer.</p> <p>Clauses requiring in S38 and (where appropriate) S278 Agreements will also be included. These have already been written by Pathfinder Legal Services Ltd. for inclusion in the precedent texts.</p>	
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Independent Remuneration Panel – Review of Members' Allowances

To: County Council

Date: 13th December 2022

From: Interim Monitoring Officer

Purpose: To consider the report prepared by the Independent Remuneration Panel on Members' Allowances and to make changes to the existing scheme of allowances which will take effect from 1 April 2022.

Recommendation: Full Council is asked to:

- (a) consider the Panel's recommendations and determine whether to accept the recommendations as they stand or with amendments.
- (b) confirm the date on which the recommendations will come into effect.
- (c) authorise the Interim Monitoring Officer to revise the existing scheme to reflect the outcome of the Council's deliberations and to take any consequential action arising therefrom.

Officer contact:

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1. Background

- 1.1 Local authorities are legally obliged to establish a scheme of allowances for their elected members. The regulations governing this set out a range of requirements in relation to the content of the scheme itself and to the process by which councils should follow when making their schemes of allowances.
- 1.2 One of the key requirements of the process is that the council must, before determining the content of its scheme of allowances, have considered the report of an Independent Remuneration Panel (IRP), established for this purpose.
- 1.3 In accordance with the Council's constitution, the current IRP was appointed by Constitution and Ethics Committee at its meeting on 18 May 2021.
- 1.4 Following its appointment, the IRP was asked to prepare a report as it had been four years since the last review. The report was presented to Council on 20 July 2021 where all the recommendations were approved without amendment - [Council Minutes - 20 July 2021](#).
- 1.5 Recommendation (g) was as follows "ask the Independent Remuneration Panel to undertake a review of the allowances for the new Policy and Service Committee Chairs and Vice-Chairs in twelve to eighteen months' time."
- 1.6 The IRP was therefore asked to undertake a mini review of Members' Allowances and was provided with terms of reference set out in Appendix A agreed by Group Leaders.
- 1.7 The attached report at Appendix B has been prepared by the IRP.
- 1.8 Full Council is now required to make changes to its existing scheme of allowances having considered the attached recommendations.
- 1.9 It is open to Full Council to accept the recommendations of the panel in full, in part or to amend them.

2. Budget implications of IRP Recommendations

2.1 The recommendations proposed by the IRP will cost as follows:

Special Responsibility

Group Leaders and Deputy SRAs	Current Allowance	Increase reflecting IRP recommendations
Leader of the Council	£32,258.82	£1,225.84
Deputy Leader of the Council	£20,967.62	£796.77
Leader of the main opposition	£10,645.08	£404.51
*Leader of Minor Opposition (4 seats or more)	£3,225.47	£122.57
Total	£67,096.99	£2,549.69

*[The Leader of the Labour Group will not receive this allowance as she can only receive one allowance as Deputy Leader of the Council]

SRAs	Current Allowance	Increase reflecting IRP recommendations (including indexation)
Policy and Service Committee Chairs	£18,693.51 x 5 = £93,467.55	£1,396.98 x 5 = £6,984.90
Policy and Service Committee Vice-Chairs	£8,065.72 x 5 = £40,328.60	£1980.04 x 5 = £9,900.20
Total	£133,796.15	£16,885.10

SRAs	Current Allowance	Increase reflecting IRP recommendations
Audit and Accounts Committee Chair	£8064.70	£306.46
Pension Fund Committee Chair	£8064.70	£306.46
Planning Committee Chair	£8064.70	£306.46
Total	£24,194.10	£919.38

SRAs	Current Allowance	Increase reflecting IRP recommendations
*Combined Authority Board Member	£3,225.47	£122.67
Combined Authority Overview and Scrutiny Committee Member	£1,612.74 x 2 = £3,225.48	£61.28 x 2 = £122.56
*Combined Authority Audit and Governance Committee Member	£1,612.74	£61.28
Total	£8,093.69	£306.51

*[The Leader will not receive the Combined Authority Board allowance as she can only receive one allowance. The Council's representative on the Audit and Governance Committee is also the Chair of Audit and Accounts Committee so the same rule applies]

Special Responsibility Allowance total including increases and excluding where the Member does not receive an allowance because they are already receiving one
£245,441.41

(This does not include the Fostering Panel or the Chair and Vice-Chair of Council)

Basic Allowance

Current allowance £10,725.94 x 61	£654,282.34
Increase £407.59	£24,862.99
Total	£679,145.33

Other Allowances funded from the SRA budget

The allowance for the Fostering Panel Member of £140 per day or £70 per half day remains unchanged as it will increase in line with the allowances for all Fostering Panel Members.

The financial loss allowance paid to non-elected members of committees or sub-committees - Co-opted members serving on committees are eligible to claim a £50.88 flat fee per half day attended in addition to travel and subsistence allowances. This will increase by £1.93 to £52.81.

Co- Opted Members of Audit and Accounts Committee who have not yet been appointed will receive £1,500 per member. The indexation will apply from 1 April 2023.

Council agreed at its meeting on 10 May 2022 to increase the level of remuneration for its two independent persons to £1000 per annum to be increased annually in line with the percentage increase in staff salaries (non-management band). The Constitution and Ethics Committee will be asked to review the percentage increase at its next meeting.

The IRP process is also funded from this budget.

Chair and Vice-Chair of Council

The allowances for the Chair and Vice-Chair of Council are not part of the Members' Allowances Scheme and are funded from a separate budget managed by the Chief Executive's office. The allowance is currently £10,645.08 for the Chair and £3,225.47 for the Vice-Chair, which will increase to £11,049.59 and £3,348.04 respectively.

- 2.2 At the start of the financial year, the following budget figures were set for Basic and SRA budgets of £644,648 and £221,217 respectively based on current arrangements. However, it is important to note that provision is also made for any proposed changes and for other payments set out above. The total budget is £913,313.
- 2.3 The changes proposed by the IRP include £679,145.33 for Basic and £245,441.41 for SRA budgets totalling £924,586.74. (This does not include the allowance to the Chair and Vice-Chair of Council, which is not part of the Members' Allowances Scheme, the Fostering Panel, which is claimed for as and when the member sits on the panel, the Independent Persons, Co-opted Members, and IRP payments).

3. Source Documents

- 3.1 [Councillors' allowances - Cambridgeshire County Council](#)
[Constitution and Ethics Committee - 18 May 2021](#)
[Council Minutes - 20 July 2021](#)

Independent Remuneration Panel - Terms of Reference for Mini Review

Role and Responsibilities

1. The Independent Remuneration Panel ("IRP") shall, as requested by Council on 20th May 2021:

- undertake a review of the special responsibility allowances for the Policy and Service Committee Chairs and Vice-Chairs.

The "IRP" shall also:

- re-consider the recommendation, agreed at Council on 20th May 2021, that the basic allowance for each of the SRAs and the Co-Optees' Allowance be increased annually in line with the percentage increase in staff salaries (non-management band) from 10th May 2021 for a period of up to four years. After this period, the Scheme shall be reviewed again by an Independent Remuneration Panel. *(This is in the light of the complexities associated with the proposed pay rise in staff salaries (non-management band) employees).*
 - consider the financial loss allowance for newly co-opted Independent Members on the Audit and Accounts Committee.
 - consider the impact of the County Council's Governance Review on the Members' Allowances Scheme.
 - ensure that the system of Members' Allowances does not restrict the possibility of any group in society from standing for election and ideally have the effect of encouraging groups currently under-represented on Councils to become Councillors. In essence, giving regard to allowances being a possible barrier to elected office, especially for those already in employment.
 - re-consider the possibility of the Deputy Leader of the Opposition receiving an allowance.
2. In making its recommendations at paragraph 1 above, the IRP shall obtain the views of officers, Group Leaders and Chairs and Vice-Chairs of the Council to which it relates and having regard to the following general principles:-
 - that councillors undertake their council work for the sake of public service and not private gain;
 - the varying demands placed upon councillors, dependent upon their roles and responsibilities;

- the need to fairly and equitably compensate councillors, so far as the panel thinks appropriate, for the time and effort they can reasonably be expected to devote to their work as a councillor;
 - the need for the scheme to be economic, efficient to administer and effective;
 - the requirement for their report and recommended changes to the scheme of allowances to be easy to understand and adequately justifiable to the electorate; and
 - that recommendations should conform with existing legislation and anticipate likely future legislation so far as possible.
3. The IRP shall be required in reporting its recommendations to include guidance on what is to be encompassed by each relevant allowance so as to ensure that the Members' Allowance Scheme is consistently applied.

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**The report of the Independent Remuneration Panel  
appointed to review the allowances paid to Councillors.  
of Cambridgeshire County Council**

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November 2022

1. INTRODUCTION AND BACKGROUND

- 1.1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 ("the 2003 Regulations"), as amended, require all local authorities to appoint an independent remuneration panel (IRP) to advise on the terms and conditions of their scheme of councillors' allowances.
- 1.1.2 Cambridgeshire County Council formally appointed the following persons to undertake this process and make recommendations on its future scheme.

Nicky Blanning – Local resident
Gerard Dempsey- Business Consultant and member of the Judiciary
Jennifer Horn- Local Company Director
Amanda Orchard- Marketing Consultant and Local Magistrate
Mark Palmer – Development Director, South East Employers (Chair)

- 1.1.3 Our terms of reference were in accordance with the requirements of the 2003 Regulations, together with "Guidance on Consolidated Regulations for Local Authority Allowances" issued jointly by the former Office of the Deputy Prime Minister and the Inland Revenue (July 2003). The recommendations were based on the following Terms of Reference determined by the Council:

The Independent Remuneration Panel ("IRP") shall, as requested by Council on 20th May 2021:

- undertake a review of the special responsibility allowances for the Policy and Service Committee Chairs and Vice-Chairs.
- The "IRP" shall also:
 - re-consider the recommendation, agreed at Council on 20th May 2021, that the basic allowance for each of the SRAs and the Co-optees' Allowance be increased annually in line with the percentage increase in staff salaries (non-management band) from 10th May 2021 for a period of up to four years. After this period, the Scheme shall be reviewed again by an Independent Remuneration Panel. *(This is in the light of the complexities associated with the proposed pay rise in staff salaries (non-management band) employees).*
 - consider the financial loss allowance for newly co-opted Independent Members on the Audit and Accounts Committee.
 - ensure that the system of Members' Allowances does not restrict the possibility of any group in society from standing for election and ideally have the effect of encouraging groups currently under-represented on Councils to become Councillors. In essence, giving regard to allowances being a possible barrier to elected office, especially for those already in employment.
 - re-consider the possibility of the Deputy Leader of the Opposition receiving an allowance.

In making its recommendations the IRP shall obtain the views of officers, Group Leaders and Chairs and Vice-Chairs of the Council to which it relates.

2. CURRENT SCHEME

- 2.1.1 The last review of councillors' allowances was undertaken by the IRP in June 2021 and became effective from 18th May 2021.
- 2.1.2 The Scheme currently provides that all councillors are each entitled to a total basic allowance of **£10,725.94** per annum, with effect from 2021 and included an approach to indexation. In addition, some councillors receive special responsibility allowances for undertaking additional duties.
- 2.1.3 Councillors may also claim the cost of travel and expenses and for expenditure on the care of children or dependants whilst on approved duties.

3. PRINCIPLES UNDERPINNING OUR REVIEW

3.1 The Public Service Principle

- 3.1.1 This is the principle that an important part of being a councillor is the desire to serve the public and, therefore, not all of what a councillor does should be remunerated. Part of a councillor's time should be given voluntarily. The consolidated guidance notes the importance of this principle when arriving at the recommended basic allowance.¹ Moreover, we found that a public service concept or ethos was articulated and supported by all of the councillors we interviewed.
- 3.1.2 The principle of public service had been recognised in previous IRP reviews and was quantified in 2021.

3.2 The Fair Remuneration Principle

- 3.2.1 Alongside the belief that the role of the elected Councillor should, in part, be viewed as unpaid voluntary service, we advocate a principle of fair remuneration. The Panel in 2021 continues to subscribe to the view promoted by the independent Councillors' Commission:

Remuneration should not be an incentive for service as a councillor. Nor should lack of remuneration be a barrier. The basic allowance should encourage people from a wide range of backgrounds and with a wide range of skills to serve as local councillors. Those who participate in and contribute to the democratic process should not suffer unreasonable financial disadvantage as a result of doing so.²

- 3.2.2 We are keen to ensure that our recommended scheme of allowances provides reasonable financial compensation for councillors. Equally, the scheme should be fair, transparent, logical, simple, and seen as such.

¹ The former Office of Deputy Prime Minister: *Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 68.

² Rodney Brooke and Declan Hall, *Members' Remuneration: Models, Issues, Incentives and Barriers*. London: Communities and Local Government, 2007, p.3.

4. CONSIDERATIONS AND RECOMMENDATIONS

4.1 Policy and Service Committee Chairs

- 4.1.1 At the June 2021 Review the Panel postponed making a recommendation on the Special Responsibility Allowance (SRA's) for the Policy and Service Committee Chairs and Vice Chairs for a period of up to eighteen months. This would allow time for the new roles to embed and provide the Panel with more evidence and knowledge to support a recommendation.
- 4.1.2 The Panel interviewed all the Chairs of the Policy and Service Committees and was of the view that the roles were both substantive in size, complexity and required a significant time commitment for the Members involved.
- 4.1.3 The Panel is of the view that the Chairs of the Policy and Service Committees should receive an SRA of 60% of the Leader's Allowance, £19,355

WE THEREFORE RECOMMEND that the Policy and Service Committee Chairs receive an SRA of 60% of the Leader's Allowance, £19,355

4.2 Policy and Service Committee Vice Chairs

- 4.2.1 The Panel also regarded the Policy and Service Committee Vice Chairs as significant roles and recommended that the Vice Chairs should receive an SRA of 30% of the Leader's Allowance, £9,678

WE THEREFORE RECOMMEND that the Policy and Service Committee Vice Chairs receive an SRA of 30% of the Leader's Allowance, £9,678

4.3 Deputy Leader of the Main Opposition Group and Deputy Leader of the Minor Opposition

- 4.3.1 In June 2021 the Panel recommended that the SRA for the Deputy Leader of the Main Opposition Group and Minor Opposition be withdrawn. In accordance with the Terms of Reference for this review the Panel reconsidered that recommendation.
- 4.3.2 The Panel recommends that there should be no change to the recommendation made In June 2021 and therefore no SRA should be recommended for the role of Deputy Leader of the Main Opposition and Deputy Leader of the Minor Opposition.

WE THEREFORE RECOMMEND that for the roles of Deputy Leader of the Main Opposition and the Deputy Leader of the Minor Opposition no SRA should be Payable.

4.4 Co-Opted Members of Audit and Accounts Committee

- 4.4.1 In July 2022, the County Council's Audit & Accounts Committee decided to seek to co-opt two independent (apolitical) members to join that Committee. This utilises an existing constitutional provision for that Committee to have co-opted members, for the first time, and is being progressed in the context of the CIPFA position statement on Audit Committees and the recent national review by Sir Tony Redmond which both recommend independent members of Council audit committees.

The Committee considered in July that some level of allowance would be advisable for this type of co-opted Member. It was posited at that Committee that an annual allowance of £1500 would be appropriate in this case. The Panel considered this

allowance and made the following recommendation for inclusion into the Scheme of Allowances following an interview with the Service Director: Finance & Procurement to understand the role profile and the outline specification considered.

- 4.4.2 The Panel recommends that the Co-Opted Members of the Audit and Accounts Committee receive an allowance of £1,500 per annum. The allowance will be subject to an indexation at the same rate as the Basic and Special Responsibility Allowances.

WE THEREFORE RECOMMEND that the Co-Opted Members of the Audit and Accounts Committee receive an allowance of £1,500 per annum. The allowance should be subject to an indexation at the same rate as the Basic and Special Responsibility Allowances.

4.5 Indexation

- 4.5.1 The Panel was asked to recommend an indexation for 2023/24. As recommended in the June 2021 review the Panel recommended to index allowances in line with staff salary Increases (non-management band). After consideration the Panel recommended that the indexation should now be based on the median P&M Pay Scale, £50,838. This equated to an indexation of 3.8% per annum.

WE THEREFORE RECOMMEND that the indexation for 2023/24 should be based on the median P&M Pay Scale, £50,838. This equates to an indexation of 3.8% per annum.

4.6 Attracting and Retaining a Diversity of Councillors

- 4.6.1 The Terms of Reference for this review required the Panel *consider that the system of Members' Allowances does not restrict the possibility of any group in society from standing for election and ideally have the effect of encouraging groups currently under-represented on Councils to become Councillors. In essence, giving regard to allowances being a possible barrier to elected office, especially for those already in employment.*
- 4.6.2 The Panel considered this request and was of the view that following had been recommended in the June 2021 review that supported this request:
- The recommendation of a Fair Remuneration Principle based that links the Basic Allowance to the median hourly wage rate in Cambridgeshire by place of residence
 - The recommendation for a Carers' Allowance based reimbursed at cost with no maximum hourly limits
 - The recommendation for a Parental Leave Policy to be developed by the Council and
 - The Council to support the *LGA Be A Councillor Programme* to further promote the role of the Councillor

5. Background

- 5.1.1 As part of this review we interviewed eleven current councillors and one officer using a structured questioning process. We are grateful to all our interviewees for their assistance.

Mark Palmer
(Chair of the Independent Remuneration Panel)
Development Director, South East Employers
November 2022

Audit and Accounts Committee Annual Report 2021-22

To: County Council

Meeting Date: 13th December 2022

From: Chair of the Audit & Accounts Committee

Outcome: The Audit & Accounts Committee presents an annual report to Full Council, outlining the work the Committee has undertaken throughout the year.

Recommendation: Council is requested to review and comment on the Annual Report of the Committee for 2021/22.

Officer contact:

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Member contact:

Names: Cllr Graham Wilson
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Audit and Accounts Committee Annual Report 2021 - 22

1. Introduction

- 1.1 The Audit and Accounts Committee exists to provide independent assurance on the adequacy of the Council's risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes. Audit and Accounts Committees within Local Authorities are necessary to satisfy the wider statutory requirements for sound financial management as part of best practice so that the Council can meet its duties under the Accounts and Audit Regulations.
- 1.2 The Audit and Accounts Committee plays a vital role in ensuring that the residents of Cambridgeshire County Council are getting good-quality services and value for money, i.e. economy, efficiency and effectiveness.
- 1.3 The Audit and Accounts Committee currently has seven members and met six times in the 2021-22 financial year. Following the local elections in May 2021, a new Committee was formed with a new Chairperson, and an induction and training session for the new Committee was held on 1st June 2021.
- 1.4 Audit & Accounts Committee meetings in 2021/22 were held in public, other than one meeting which was scheduled in addition to the normal Committee calendar, on 18th March 2022. This meeting was held in private session, on the grounds that the agenda contained exempt information under Paragraphs 1, 2 & 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed.
- 1.5 The Committee has been structured around the following responsibilities:
- Considering and approving the Annual Statement of Accounts;
 - Ensuring that the financial management of the Council is adequate and effective;
 - Ensuring that the Council has a sound system of internal control, which facilitates the effective exercise of the Council's functions and which includes arrangements for the management of risk;
 - Reviewing annually the Council's system of internal control and agreeing an Annual Governance Statement;
 - Ensuring that the Council has an adequate and effective Internal Audit function.
- 1.6 While outside the core time period covered by this report, it is noted that at its meeting on 22nd July 2022, the Audit & Accounts Committee received a report detailing how independent appointees could be co-opted to the Committee, utilising the existing Constitutional arrangements. The proposed approach would support the Committee's objectives and is in line with the recent CIPFA position statement on Audit Committees and the emerging

national policy direction. The Committee resolved to support the appointment of two independent, apolitical persons to the Committee in line with the proposals in the report. Implementation of this proposal is currently being pursued by the Monitoring Officer and Chief Finance Officer, in consultation with three Members of the Committee.

2. The Committee's relationship with Internal Audit

- 2.1 A key part of the Committee's role is to both challenge and support the Internal Audit service. The Committee has supported a flexible approach from the Internal Audit team, which ensures that planned coverage is continually re-assessed to direct audit resource towards areas of emerging risk, rather than a static plan agreed some months before. The Committee has taken a proactive role in this approach, both by suggesting pieces of work for Internal Audit, contributing ideas towards the detailed brief, and requesting updates from Internal Audit and Council services on implementation of actions.
- 2.2 In May 2022, the previous Head of Internal Audit & Risk Management took on a new position within the Council as Head of Diligence & Best Value, focusing on supporting the Council to achieve best value from its contractual arrangements. The service's Audit Manager was appointed to act up to the post on a temporary basis from May 2022, before obtaining the permanent position in October 2022 following an open recruitment process.
- 2.3 In its role of overseeing the work of Internal Audit, every ordinary meeting of the Audit & Accounts Committee was provided with updates on progress in delivering the agreed Annual Audit Plan. For the 2021/22 financial year, the former Head of Internal Audit produced an Annual Report setting out his annual opinion on the Council's control environment, which was presented to the Committee on 31st May 2022. The annual opinion is summarised as follows:

On the basis of the audit work undertaken by Cambridgeshire's Internal Audit team during the 2021/22 financial year, a satisfactory assurance opinion has been reached.¹ My opinion is derived from an assessment of the range of individual opinions arising from work completed in 2021/22 by the Cambridgeshire Internal Audit team, taking account of the relative materiality of each area under review, and considering management's progress in addressing control weaknesses.

I would particularly highlight the following key pieces of evidence on which my opinion is based:

- *Review of the organisation's Code of Corporate Governance and the evidence supporting the Council's Annual Governance Statement, which demonstrate a sound core of organisational governance;*

¹ A "satisfactory" assurance indicates that the Council's control environment has mainly operated as intended, and that there are some control weaknesses presenting a medium risk to the control environment.

- *The reviews of Key Financial Systems for which Cambridgeshire County Council is the Lead Authority consistently demonstrating a good or moderate assurance across all systems.*
- *The continuing, positive, organisational response to the Covid-19 pandemic, which demonstrated the strength of the Council's business continuity and risk management processes and the ability of senior management to respond effectively to unexpected challenges;*
- *Contract management remains a key area of focus for Cambridgeshire County Council and this has been reflected in the Internal Audit plan and work completed throughout the year. A number of initiatives to improve contract management in key areas are due for implementation during the 22/23 financial year.*

The opinion of satisfactory has reduced from last year's 'strong satisfactory' because of a current known issue with payroll control accounts.

It should be noted that no systems of control can provide absolute assurance against material misstatement or loss, nor can Internal Audit give that assurance.

- 2.4 The issue referenced in the Head of Audit opinion regarding payroll control accounts is outlined in more detail in the full Annual Internal Audit report. Assurance over the payroll system is currently provided by the Internal Audit team at West Northamptonshire Council under arrangements managed via the Lead Authority Board. In 2022/23, the Audit & Accounts Committee is continuing to receive regular updates on payroll system assurances via Internal Audit.
- 2.5 Following the disaggregation of Cambridgeshire's Internal Audit & Risk Management service from LGSS, the Committee reviewed and approved an updated Internal Audit Charter for the team at its meeting on 7th March 2022.

3. Proactive Work of the Committee

The following section provides a summary of the proactive work undertaken by the Committee over the last year. This aspect of the Committee's work is vital, and has assisted in improving the effectiveness of the Council's overall corporate governance arrangements.

3.1 Corporate Governance

- 3.1.1 The Council's Annual Governance statement is compiled on the basis of the findings of Internal Audit reviews throughout the year, assurance statements from executive and corporate directors, and input from senior management and members of the Committee. The 2021/22 Annual Governance Statement

was reviewed by the Committee on 31st May 2022, prior to final sign-off and inclusion in the Council's annual Statement of Accounts.

3.2 Council Finance and Statement of Accounts

- 3.2.1 Throughout 2021/22, the Committee has maintained its oversight of Council finances, reviewing the quarterly Integrated Finance Monitoring Reports to assess progress in delivering the Council's Business Plan. The Committee regularly inquires and follows-up on areas which have overspends or other issues, and receives reports on specific risk areas. In 2021/22, this included reports on debt management and consultants and interims.

Cambridgeshire County Council Statement of Accounts:

- 3.2.2 The Committee considers and approves the annual Statement of Accounts for Cambridgeshire County Council. During 2021/22, the Committee received and approved the Council's audited financial statements for the year ending 31 March 2021, the third year in which EY has been our appointed external auditor.
- 3.2.3 The draft Statement of Accounts 2020/21 was presented to Committee on 21st July 2021, allowing comment from the Committee prior to their publication. The Committee received a further report on progress with the annual audit of the accounts alongside a provisional audit results report on 7th March 2022, and agreed to delegate the final signing of the accounts to the Chief Finance Officer and the Chair of the Audit & Accounts Committee. The accounts were then signed on 29th July 2022.

Outstanding External Audit Objections & Value for Money Conclusions:

- 3.2.4 The Council's former External Auditors, BDO, had received objections from a local elector in respect of the 2017/18 and 2016/17 Statements of Accounts. As the appointed auditors, BDO were required to look into these objections and determine whether or not they are valid, and to consider any impact of the objections on their Value for Money opinion.
- 3.2.5 On 25th November 2021, the Committee considered a report on work undertaken regarding Value for Money issues by the former auditors, BDO. The report identified weaknesses in the procurement arrangements in place at the Council for the year ended 31st March 2018. On the same date, the Committee received a report from the Council's Section 151 Officer, setting out the Council's response to BDO's findings and highlighting that many aspects of the Council's procurement arrangements had been significantly strengthened since 2018. A further follow-up report on the Council's response to the 2017/18 Value for Money opinion was provided to the Audit & Accounts Committee on 31st May 2022.
- 3.2.6 Although BDO have issued financial statement and value for money opinions for the 2016/17 and 2017/18 financial years, they have yet to determine their

response to the outstanding objections, and as such the completion of these audits has yet to be certified.

- 3.2.7 The Committee has been considerably frustrated by the progress in responding to the outstanding objections, and is continuing to pursue the completion of this outstanding work as a matter of priority. This has included the Committee Chair, Chief Finance Officer and Chief Executive engaging directly with BDO about the delayed work and slippages in delivery. Following the meeting of the Committee on 25th November 2022, the Chief Executive will be raising this as a formal complaint with BDO.
- 3.2.8 The Council's current External Auditors, EY, have commenced their Value for Money work. However, making further progress and reporting on the outcomes of this work is dependent on the conclusion of BDO's work on the 2017/18 objection. This is because EY will follow up on BDO's findings and assess any impact this has on their own Value for Money conclusions.

Pension Fund:

- 3.2.9 The Committee reviews and approves the Cambridgeshire Pension Fund Annual Statement of Accounts, alongside the Annual Report of the Pension Fund. The Fund's audited Statement of Accounts for the year ending 31st March 2021 was presented to the Committee on 28th September 2021 and approved.

3.3 Whistleblowing Referrals

- 3.3.1 The Committee received periodic updates on all referrals received under the Whistleblowing Policy in the quarterly Internal Audit Progress reports throughout 2021/22. In all completed cases, the Committee was satisfied that robust action was taken as appropriate.
- 3.3.2 Audit & Accounts Committee approved an updated version of the Council's Whistleblowing Policy at its meeting on 22nd July 2021. In 2022, the Whistleblowing Policy was reviewed again by the Chief Executive, who confirmed to the meeting of the Committee on 24th November 2022 that the policy is robust and adopts practice evident in other public bodies.

3.4 Farms Audit

- 3.4.1 On 5th March 2021, the Audit and Accounts Committee received an independent review of the County Council's Internal Audit Investigation into Manor Farm, conducted by Mazars LLP. Due to the nature of the review and legal advice received, this meeting was held in private session; however, the Committee determined that the section of the Mazars report on the County Farm Service process and procedures and the 31 recommendations in the relevant audit should be made public and considered first by the Committee, as these sections did not contain exempt information.

- 3.4.2 At its meeting on 26th March 2021, the Committee received an update from the Assistant Director: Property on the actions being taken in relation to the 31 recommendations. The Committee also agreed that eleven recommendations from Mazars for further action to be considered in relation to financial, transparency and conduct issues should be referred on for further consideration under other processes. This included a referral to the Constitution & Ethics Committee under the Member's Code of Conduct.
- 3.4.3 The outcome of this was an investigation under the Members' Code of Conduct, which was conducted by Wilkins Chapman LLP solicitors and presented to the Constitution & Ethics Committee on 25th February 2022. Following legal advice, the Constitution & Ethics Committee resolved at that meeting to publish the investigation report.
- 3.4.4 Following on from this conclusion of the Code of Conduct referral to the Constitution & Ethics Committee, the Audit & Accounts Committee considered whether the Mazars LLP report should also be made public in full. On 31st May 2022, the final report of the independent audit firm Mazars, which had been appointed in December 2020 to complete the audit, was released into the public domain, with redactions of personal data in line with legal advice.

3.5 Risk Management

- 3.5.1 Under the Council's Constitution, the Strategy & Resources Committee is responsible for the development and oversight of the Council's risk management strategy and process. The Audit & Accounts Committee also has important functions in relation to risk, including considering the effectiveness of the risk management arrangements and associated control environment and to seek assurances that appropriate action is being taken in response to risk.
- 3.5.2 During 2021/22, the Joint Management Team/Corporate Leadership Team and Directorate Management Teams formally considered risk on a quarterly basis. The Audit & Accounts Committee received updates on the risk management approach adopted via reporting from Internal Audit. At its meeting on 31st May 2022, the Committee also received and reviewed an updated Risk Management Policy and Risk Appetite Statement, following a full review of the policy and procedures.

3.6 This Land Ltd

- 3.6.1 Across several of the headings above, the Committee is cognisant of the oversight activity in relation to This Land (the Council's wholly-owned property development company).
- 3.6.2 The Council's Group Accounts, considered by this Committee, consolidate the This Land financial position. The company's full statutory accounts signed by the component independent auditor are published annually each Autumn. The Chair and Vice-Chair of the Committee have attended a number of

shareholder briefings undertaken by This Land during the course of the year, as part of an enhanced engagement and monitoring programme.

- 3.6.3 From the corporate governance perspective, it was reported in the Annual Governance Statement that the Strategy and Resources Committee had received a detailed report from an external reviewer of This Land in January 2022. Their report has enhanced the wider understanding of the company, and therefore the Council's risk exposure, and is leading to improved controls. There were subsequent progress updates on the implementation of recommendations at the March 2022 and September 2022 Strategy and Resources Committee meetings, this included confirmation from the reviewer that risk management arrangements inside the company have improved detailed and visibility.
- 3.6.4 The County Council's own risk register, received by the Committee, also reflects review of the risks in relation to This Land.

4. Terms of Reference for the Committee

- 4.1 Having been fully reviewed and revised in 2016/17, the Terms of Reference for the Audit & Accounts Committee were reviewed by the Committee in May 2018 and retained with no changes. The Terms of Reference of the Committee were also reviewed at the induction training session for the new Committee, held on 1st June 2021.
- 4.2 As it has been some years since the Committee's Terms of Reference were subject to a formal review, the Committee is planning to undertake a review of its Terms of Reference in 2023.
- 4.3 Linked to this, CIPFA have recently issued an updated Position Statement on Audit Committees in Local Authorities and Police, setting out the Audit Committee practice and principles that local government bodies in the UK should adopt. This has included a set of documents to enable Audit Committees to complete a self-assessment against good practice and to evaluate the impact and effectiveness of the Audit Committee.
- 4.4 It is therefore proposed that the Audit Committee will conduct a self-assessment against the updated CIPFA Position Statement in 2023. This will be undertaken alongside the review of the Committee's Terms of Reference.

5. Source Documents

- 5.1 Audit and Accounts Committee agendas and minutes.

[Audit and Accounts Committee - Agenda and Minutes](#)

Pension Fund Committee Annual Report 2021-22

To: Council

Meeting Date: 13 December 2022

From: County Council

Purpose: To report on the work of the Pension Fund Committee over the previous year.

Recommendation: Council is recommended to note the content of the report.

Officer contact:

Name: Mark Whitby
Post: Head of Pensions
Email: mark.whitby@westnorthants.gov.uk
Tel: 07990 556197

Member contact:

Names: Councillor A Whelan
Post: Chair of the Pension Fund Committee
Email: alisonwhelan@outlook.com
Tel: 07737 500409

1. Annual Reports to the Council

- 1.1 Some of the Council's committees report to the Council annually on their work to improve awareness of any concerns and to provide the Council with an opportunity to debate issues which might not otherwise be referred for discussion. It also allows the Council to exercise oversight of activity in a number of important areas and to emphasise the accountability of these committees to the Council.

2. Background

- 2.1 Part 3B of the Constitution states that the Pension Fund Committee has delegated responsibility, with regards to the Cambridgeshire Local Government Pension Fund, for:
- Funding Strategy;
 - Investment Strategy;
 - Administration Strategy;
 - Communication Strategy;
 - Discretions;
 - Governance; and
 - Risk Management.
- 2.2 It is the responsibility of the Pension Fund Committee to develop and maintain strategies, policies, and procedures, thus ensuring effective governance, oversight and accountability is upheld on behalf of the Fund's stakeholders.
- 2.3 The information contained in sections 3, 4 and 5 of this report demonstrates the key decisions and approvals that have been made by the Pension Fund Committee during 2021/22, supported by the Investment Sub-Committee.

3. Key Governance Activities of the Pension Fund Committee

3.1 Approval of the Pension Fund Annual Business Plan and Medium-Term Strategy

- 3.1.1 Each year the Pension Fund Committee agrees a Pension Fund Business Plan and Medium-Term Strategy that sets out how the Fund's objectives will be met and other key priorities for the year and following two years. The Strategy also details performance indicators for the Fund and an estimate of the Fund account.
- 3.1.2 The purpose of the business plan is to:
- Explain the background and objectives of Cambridgeshire County Council in respect of the management of the Cambridgeshire Pension Fund.
 - Document the priorities and improvements to be implemented by the Pensions Service during the next three years to help achieve those objectives.
 - Enable progress and performance to be monitored in relation to established priorities; and
 - Provide a clear vision for the next three years.
- 3.1.3 The Pension Fund Committee receives regular updates on how the Fund is meeting its objectives via Business Plan Update reports presented at every meeting.

3.1.4 The Pension Fund Committee approved the Annual Business Plan and Medium-Term Strategy in March 2021.

3.2 Approval of the Cambridgeshire Pension Fund Communication Plan

3.2.1 The Local Government Pension Scheme Regulations 2013 requires the Pension Fund to prepare, maintain and publish a written statement setting out its policy concerning communications with members and scheme employers.

3.2.2 The Communications Plan is produced annually to support the Communication Strategy and outlines the Fund's planned communication activities on a monthly basis for each stakeholder group. As well as setting out planned newsletters, surveys, employer training and web updates the plan also highlights some of the Fund's key initiatives for the year.

3.2.3 At the July 2021 meeting of the Pension Fund Committee the Communication Plan for 2021/22 which outlined the core communication activities for the year, was approved.

3.3 Approval of the Admission Bodies, Scheme Employers and Bulk Transfer Policy

3.3.1 The Admission Bodies, Scheme Employers and Bulk Transfer Policy outlines the Fund's policies regarding the treatment of admitted bodies and scheme employers in a range of scenarios, particularly their entry and exit from the Fund, and the bulk transfer of pension rights into and out of the Fund.

3.3.2 In September 2020 the LGPS Regulations were amended to allow the Fund to recalculate employer contributions outside of the triennial formal valuation and to allow greater flexibility around managing the exit of an employer from the Fund.

3.3.3 A revised Admission Bodies, Scheme Employers and Bulk Transfer Policy, reflecting this regulation change, was approved by the Pension Fund Committee in September 2021.

3.4 Approval of the Cyber Strategy

3.4.1 The increasing threat to Pension Funds of cybercrime activities is a significant concern across the pensions industry. This has resulted in industry bodies such as the Pension Regulator and the Pensions Administration Standards Association (PASA) issuing guidance on how Funds should mitigate their risks of a cyber-event occurring.

3.4.2 The Pensions Regulator is clear in its expectations that LGPS Funds cannot simply rely upon their host authority to ensure all the necessary safeguards are in place to protect against a cyber-event occurring.

3.4.3 A Cyber Strategy was produced in conjunction with the Fund's governance advisors and their specialist cyber security team along with a detailed action plan to ensure the Fund is aware of the potential risks it faces and to mitigate them where possible. The strategy and action plan were approved by the Pension Fund Committee in September 2021.

3.5 Multiple Investment Strategies

- 3.5.1 The Committee had approved an activity within the Fund's business plan to investigate the use of multiple employer investment strategies. Officers engaged the Fund actuary to carry out asset-liability modelling against different investment strategies to determine if better funding outcomes could be achieved for different groups of employers by having access to different investment strategies.
- 3.5.2 At the meeting in September 2021, the Pension Fund Committee agreed not to implement Multiple Investment Strategies at this time.

3.6 Approval of the Training Strategy

- 3.6.1 A Training Strategy is required to assist the Pension Fund Committee, Pension Fund Board, and senior officers of the Cambridgeshire Pension Fund to ensure the Fund is managed and assisted by individuals who have the appropriate level of knowledge and skills as required by the Pensions Act 2004 and as enforced by the Pensions Regulator.
- 3.6.2 A revised Training Strategy was approved by the Pension Fund Committee in December 2021.

3.7 Approval of the Anti-Fraud and Corruption Policy

- 3.7.1 The administering authority is responsible for ensuring appropriate policies are in place for the safeguarding of the Fund's assets through appropriate methods of risk management. It is therefore appropriate for the Fund to have in place an Anti-Fraud and Corruption Policy.
- 3.7.2 A revised Anti-Fraud and Corruption Policy was approved by the Pension Fund Committee in March 2022.

3.8 Approval of the Annual Report and Statement of Accounts

- 3.8.1 The Pension Fund's Statement of Accounts form part of the County Council's Statement of Accounts and is covered by the external auditor's opinion.
- 3.8.2 The Annual Report and Statement of Accounts have been subject to audit fieldwork by the County Council's external auditor. Whilst the external auditor performs a full audit of the Statement of Accounts, their work on the Annual Report is limited to a review to ensure compliance with guidance and consistency with the Statement of Accounts.
- 3.8.3 The Statement of Accounts is the financial representation of every activity that the Fund has been directly or indirectly involved with over the course of the financial year.
- 3.8.4 They are based on actual transactions accounted for within the Fund's financial ledger, information received from Fund Managers and the Fund's Custodian, and assumptions and estimations utilising the professional judgement of officers to give a true and fair statement of the Fund's financial position.
- 3.8.5 On 31 March 2022, the net increase for the year was £407.2m, with the Fund's net assets rising to £4,305.4m reflecting strong financial growth during the year mainly due to the outperformance of pooled investments.

3.8.6 The Annual Report in respect of 2021-22 was approved by the Pension Fund Committee in July 2022.

4. Key Investment Activities of the Pension Fund Committee

4.1 Decisions surrounding Asset Pooling

4.1.1 The Cambridgeshire Pension Fund has continued to work with 10 other Local Government pension funds in the ACCESS Pool to meet the Government's asset pooling agenda, delivering scale, strong governance, reduced costs and improved capacity to invest in infrastructure.

4.1.2 A Pension Committee representative of each ACCESS Fund sits on a Joint Committee, which meets quarterly and has oversight of the work of the Pool and delegated authority with regards to specific asset pooling functions. Listed assets held within the ACCESS Pool are run by Link Fund Solutions, a Financial Conduct Authority regulated "Operator".

4.1.3 ACCESS funds have total assets of £60bn (as of 31 March 2022), of which over £35bn (58.5%) has been pooled or is under pool governance, serving 3,500 employers with 1.2 million members including 310,000 pensioners, delivering net savings since inception in excess of £27m.

4.1.4 In December 2021, MJ Hudson were appointed as implementation advisor for the ACCESS Pool alternative / non-listed assets. This covers the four areas set out below:

- Private Equity
- Private Debt
- Infrastructure
- Property

Real Estate (property) was approved as the first asset class to be progressed and the ACCESS Joint Committee (AJC) approved that OJEU procurements are undertaken for UK Core and Global Real Estate and investment manager searches for UK Alternatives. Hampshire County Council were appointed as the procurement lead authority.

4.1.5 The Cambridgeshire Pension Fund transferred its first active fund to the pool in 2018-19. As of 31 March 2022, the Fund has pooled over 62% of the Fund's assets, generating annualised fee savings for the 2021/22 financial year resulting from the asset pooling agenda in excess of £3.8m.

4.2 Russia, Ukraine Belarus Exposure

4.2.1 As at March 2022, direct exposure to Russian, Ukrainian, and Belarusian investments was estimated at £0.8m across the Cambridgeshire Fund's pooled and non-pooled investments. This represents 0.02% of the Fund's assets. The Fund will continue to review and monitor its investments including approaches to exiting Russian-based investments when it is practicable.

4.2.2 As of 1 March 2022, the extent of direct Russian-based investment accounted for 0.05% of ACCESS Authorities pooled assets.

4.3 Scheme member representation in Asset Pools

4.3.1 The ACCESS Joint Committee agreed proposals enabling each ACCESS Authority’s Local Pension Board (LPB) to send two observers, on a rotational basis, to AJC meetings. It was agreed that observers from three ACCESS Authority LPBs at a time can attend AJC meetings in person, allowing each LPB to be represented at least once a year.

4.4 Strategic Changes to the Funds Asset Allocation and portfolios

4.4.1 There were no changes to the Fund’s strategic asset allocation in the year, which remained:

Equities	55%
Fixed Income	20%
Alternatives.	25%

4.4.2 A review of the Fund Strategic Asset Allocation is scheduled following the triennial Fund Valuation Review in 2022/23. This could result in changes to the strategic asset allocation above.

4.5 Review of Investment Strategy Statement

4.5.1 The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016 (“the Regulations”) set out the requirement for the preparation and publication of the Fund’s Investment Strategy Statement (ISS). The ISS sets out the Fund’s investment beliefs, strategic asset allocation, key investment risks and its approach to RI and Environmental, Social and Governance (ESG) issues.

4.5.2 An enhanced RI policy, which forms part of our overall investment strategy has been developed. The new RI policy sets out the Funds approach to sustainable responsible investment and will help manage the carbon and climate risks impacting investments. The RI policy was agreed following a consultation that was open to scheme members and scheme employers and was approved as part of the Investment Strategy Statement by the Pension Fund Committee in December 2021.

4.5.3 In February 2022, the Investment Sub Committee approved decarbonisation targets to reduce the carbon emissions of listed equities by 23% by 2024 and by 57% by 2030 together with a climate action plan for 2022, 2023 and beyond.

5. Key Service Activities of the Pension Fund Committee

5.1 Valuation of the Fund

5.1.1 Work has been undertaken with the Fund’s actuarial advisors to prepare for the triennial valuation of the Pension Fund. The valuation date is 31 March 2022 with results to be published by 31 March 2023 and new employer contribution rates effective from 1 April 2023. The Pension Fund Committee have received information via the Business Plan updates and dedicated papers where additional information was required.

5.2 Age Discrimination Remedy

- 5.2.1 In October 2020, the Pension Fund Committee were presented a report on the McCloud judgement following the ruling that the transitional protections offered within the 2013 LGPS regulations have been deemed as discriminatory to younger members of the scheme.
- 5.2.2 The initial transitional protections compared the benefits payable under the current rules with those payable from the scheme if the rules hadn't changed in 2014 through the use of an 'underpin'. However, the methodology used within the calculation was more beneficial to older members of the scheme and this was ultimately viewed as age discriminatory.
- 5.2.3 There has been a delay on the implementation of the remedy, which was due to come into force on 1 April 2022, subsequently deferred until 1 October 2023. In preparation for the pending implementation date the Fund has continued to collect data from employers, verify data quality and rectify members records where required. The Pension Fund Committee have received updates via the Governance and Compliance Report where appropriate.

5.3 Reports noted by the Pension Fund Committee

- 5.3.1 During the year the Pension Committee have been presented with various reports consisting of a range of information in relation to the administration to the Fund. The Administration Report in particular, provides the Committee with the performance of the Fund and performance information regarding Scheme Employers. Reports such as Asset Pooling, Risk Monitoring and Business Plan updates are delivered to the Committee at least biannually where activity in these areas are reported and discussed. The Governance and Compliance Report is designed as a best practice report whereby compliance can be demonstrated, and information provided to the Committee on current issues affecting the operation and management of the Fund.
- 5.3.2 These reports demonstrate to the Committee that appropriate thought and consideration have been provided to the delegated areas under the Constitution and that the Committee can challenge information and make recommendations where appropriate.
- 5.3.3 All Pension Committee reports highlight risks associated with proposals and appropriate mitigations. Risks are monitored throughout the year to ensure they remain fit for purpose.

Source documents

Business Plan and Medium-Term Strategy 2021/22
Communication Plan
Data Improvement Policy
Annual Report and Statement of Accounts
Investment Strategy Statement
Admission Bodies, Scheme Employers and Bulk Transfer Policy
Cyber Strategy (not published)
Training Strategy
Anti-Fraud and Corruption Policy

Location

Pensions Service, West Northamptonshire Council, One Angel Square, Northampton, NN1 1ED

Local Pension Board Annual Report 2021-22

To: County Council

Date: 13th December 2022

From: Chair of the Local Pension Board

Purpose: To report on the work of the Local Pension Board over the previous year.

Recommendation: It is recommended that Full Council note the content of the report.

Officer contact:

Name: Michelle Rowe
Post: Democratic Services Manager
Email: michelle.rowe@cambridgeshire.gov.uk
Tel: 01223 699180

Member contacts:

Names: Councillors Simon King and Philippa Slatter
Post: Members of the Local Pension Board
Email: simon.king@cambridgeshire.gov.uk & cllr.philippa.slatter@gmail.com
Tel: 01223 706398

1. Annual Reports to the Council

- 1.1 Some of the Council's committees report to the Council annually on their work to improve awareness of issues and to provide the Council with an opportunity to debate issues which might not otherwise be referred for discussion. It also allows the Council to exercise oversight of activity in a number of important areas and to emphasise the accountability of these committees to the Council.

2. Background

- 2.1 The Local Government Pension Scheme (LGPS) for Cambridgeshire, which is administered by the County Council, provides pensions and related benefits for employees of the County Council, Peterborough and Cambridge City Council, the five District Councils, and other public sector employers and bodies admitted to the Fund within the county.
- 2.2 Information about the LGPS for Cambridgeshire is included in the Annual Report of the Cambridgeshire Pension Fund Committee attached at Agenda Item No. 8.
- 2.3 The Public Services Pensions Act 2013 requires all Public Service Pension Schemes to establish a Local Pension Board to assist the Administering Authority (Cambridgeshire County Council) to:
- secure compliance with the LGPS regulations and other legislation relating to the governance and administration of the LGPS and also the requirements imposed by the Pensions Regulator in relation to the LGPS; and
 - ensure the effective and efficient governance and administration of the LGPS.

The Cambridgeshire Local Pension Board is in addition to the existing Cambridgeshire Pension Fund Committee. It is a non-decision making body and is designed to act as a critical friend to the existing Committee and Investment Sub-Committee.

- 2.4 The Local Pension Board comprises 3 scheme employer and 3 scheme member representatives and meets approximately 4 times a year.

3. Cambridgeshire Local Pension Board Report 2021-22

- 3.1 A copy of the full Cambridgeshire Local Pension Board Report for 2021-22 is attached at Appendix 1.

4. Source Documents

- 4.1 Cambridgeshire Local Pension Fund Board agendas and minutes.
[Cambridgeshire Local Pension Fund Board](#)

Cambridgeshire Pension Fund Board

Annual Report 2021-22

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Chair's Foreword

It is my pleasure, as Chair of the Cambridgeshire Pension Fund Board, to introduce the seventh Cambridgeshire Pension Fund Board Annual Report, for 2021-22. The Board was established in accordance with the Public Service Pensions Act 2013. Our task is to assist Cambridgeshire County Council by making sure it is administering the Local Government Pension Scheme effectively and efficiently and is compliant with the law.

I was delighted to be elected Chair of the Board for the first time at its initial meeting of the municipal year in July 2021. I was also pleased to welcome back Barry O'Sullivan who continues in the role of Vice-Chair. During this annual reporting period, the country was still facing the challenges associated with the coronavirus pandemic. The Board, therefore, continued to meet regularly and virtually via Zoom. All meetings of the Board are available to watch on the County Council's YouTube site at [Cambridgeshire County Council - YouTube](#)

As Chair, I am keen for the Board to continue to work hard to protect both the interests of the Pension Fund and its members. I am grateful for the continuing support from members of the Board. I am confident that the dedication and commitment of these members to assist Cambridgeshire County Council in maintaining the high standards of the administration of the Fund will continue into 2022-23. This steadfastness is demonstrated by the high attendance at meetings over this last year, and the Board's commitment during these challenging times to attend meetings virtually. We will be meeting in person for the first time in November 2022.

I welcome comments and feedback on the administration and governance of the Cambridgeshire Pension Fund from both employers and members and all other stakeholders and encourage them to raise any issues of concern directly with me or any other member of the Cambridgeshire Local Pension Board.

Councillor Denis Payne

Chair of Cambridgeshire Local Pension Board

Background

The Public Services Pensions Act 2013 requires all Public Service Pension Schemes to establish a Local Pension Board to assist the Administering Authority (Cambridgeshire County Council) to:

- secure compliance with the Local Government Pension Scheme (LGPS) regulations and other legislation relating to the governance and administration of the LGPS and also the requirements imposed by the Pensions Regulator in relation to the LGPS; and
- ensure the effective and efficient governance and administration of the LGPS.

The Cambridgeshire Local Pension Board is in addition to the existing Cambridgeshire Pension Fund Committee. It is a non-decision-making body and is designed to act as a critical friend to the existing Committee and Investment Sub-Committee.

The Local Government Pension Scheme (Amendment) (Governance) Regulations 2015 relating to the creation and ongoing operation of the local pension boards were laid before Parliament on 28 January 2015 and came into force on 20 February 2015.

The Cambridgeshire Local Pension Board was established by Cambridgeshire County Council (the administering authority) at its full Council meeting on 24 March 2015. The first meeting of the Board was held on 16 July 2015.

Role and Remit

The role and remit of the Cambridgeshire Local Pension Board is to assist Cambridgeshire County Council (the administering authority) by making sure it is administering the Local Government Pension Scheme effectively and efficiently and, in doing so, is complying with relevant laws and regulations. The Board does this by reviewing the policies and practices that Cambridgeshire County Council has adopted and checking them against the applicable regulations, as well as comparing them to examples of best practice elsewhere.

Governance Compliance Statement

Each Administering Authority must have in place a Governance Compliance Statement that sets out whether it delegates its functions, or part of its functions, under the Regulations to a committee, a sub-committee or an officer of the authority. Where the Administering Authority does delegate its functions, the statement must include:

- the terms, structure and operational procedures of the delegation;
- the frequency of any committee or sub-committee meetings;
- whether such a committee or sub-committee includes representatives of scheme employers or members, and if so, whether those representatives have voting rights;
- the extent to which a delegation, or the absences of a delegation, complies with guidance given by the Secretary of State and, to the extent that it does not so comply, the reasons for not complying; and
- details of the terms, structure and operational procedures relating to the Local Pension Board.

Constitution and Membership

Cambridgeshire County Council approved the terms of reference for the Cambridgeshire Local Pension Board on the basis that the Board is a stand-alone authority. With the assistance of the Local Pension Board, it has also approved standing orders for the Board. [A copy of Part 3B of the Council's constitution, within which the scheme of delegation is held, is available here](#) (see from page 6)

A local pension board must include an equal number of employer and member representatives with a minimum requirement of four in total. At its meeting on 24 March 2015, Cambridgeshire County Council agreed to establish a local pension board with three employer representatives and three scheme member representatives. The term of appointment for all members is four years or until qualification for membership ceases.

The method of appointment is two employer representatives appointed by Cambridgeshire County Council Full Council and all other members appointed via an open and transparent selection process. An application pack containing the terms of reference and an outline of the knowledge and understanding, and capacity requirements is available and advertised to employers and members within the Fund in a way that is compliant with the Local Government Pension Scheme (LGPS) – Guidance on the Creation and Operation of Local Pension Boards in England and Wales whenever a new member is recruited.

Following receipt of applications from potential representatives, a short listing and interview process involving the Council's Monitoring Officer or their representative determines whether the representative has the required attributes to carry out the role effectively. At the request of the Board, the Monitoring Officer has agreed that the Chair and Vice-Chair of the Board can be involved in the interview process.

The membership of the Board is as set out overleaf:

Employer Representatives



Councillor Simon King
Cambridgeshire County Council Conservative Group
Simon.King@cambridgeshire.gov.uk
Appointed: 23 May 2017



Councillor Philippa Slatter
Cambridgeshire County Council Liberal Democrat Group
Cllr.philippa.slatter@gmail.com
Appointed: 18 May 2021



Councillor Denis Payne
Histon and Impington Parish Councillor
Denis.payne@hisimp-pc.gov.uk
Appointed: 3 February 2017
Reappointed: 22 February 2021

Scheme Member Representatives



Barry O'Sullivan
Cambridgeshire County Council, Customer Service Advisor
Barry.O'Sullivan@cambridgeshire.gov.uk
Appointed: 16 July 2015
Reappointed: 3 May 2019



Val Limb
Former Senior Internal Auditor (Manager) – The Phoenix Group
democraticservices@cambridgeshire.gov.uk
Appointed: 9 November 2020

Martin Dachs
Interim Finance Director
democraticservices@cambridgeshire.gov.uk
Appointed: 1 January 2021

The Chair and Vice-Chair of the Board are elected by the Board on annual basis.

For this reporting period, the Chair was Councillor Denis Payne and the Vice-Chair was Barry O'Sullivan.

The Board has met four times during the period of this Annual Report.

The attendance record for members of the Board is detailed below:

Employer Representatives

Date	Councillor Simon King	Councillor Philippa Slatter	Councillor Denis Payne
2 July 2021	Attended	Attended	Attended
5 November 2021	Attended	Attended	Attended
28 January 2022	Attended	Attended	Attended
29 April 2022	Attended	Attended	Attended

Scheme Member Representatives

Date	Barry O'Sullivan	Val Limb	Martin Dachs
2 July 2021	Attended	Apologies	Attended
5 November 2021	Attended	Attended	Attended
28 January 2022	Attended	Attended	Attended
29 April 2022	Attended	Attended	Apologies

Code of Conduct and Conflicts Policy

Cambridgeshire County Council (the administering authority) is required to prepare and approve a code of conduct for the Board to adopt. The code of conduct should set out the standards of behaviour expected of members, incorporating the 'Seven Principles of Public Life' (known as the Nolan Principles).

The elected and co-opted members of a local authority are governed by their local authority's code of conduct for councillors. This code is required of every local authority by the Localism Act 2011 and sets out the standards of behaviour expected of individuals in their capacity as councillors. In addition, there is a legal obligation for councillors to disclose, in a register maintained by the authority's monitoring officer, certain pecuniary interests, as defined in regulations made under the 2011 Act. Both of these requirements apply to any members of a Local Pension Board who are also councillors of a local authority. They do not apply to members of a Local Pension Board who are not councillors unless they are specifically adopted in terms of reference or other policy document to apply to the other members of the Board.

The Cambridgeshire Local Pension Board has agreed formally, at its meeting on 21 October 2015, to adopt the Cambridgeshire County Council Code of Conduct for all members of the Board. [A link to the completed code of conduct forms for County Councillor Board members is available here](#)

The code of conduct forms for non-County Councillor members are retained by the Democratic Services Assistant, Rhiannon Leighton, supporting the Board.

It is not anticipated that significant conflicts of interest will arise in the same way as would be the case if the Board was making decisions on a regular basis (compared, for example, to a Pension Fund Committee). However, officers will take steps to identify, monitor and manage conflicts effectively. At its meeting on 20 April 2018, the Board agreed a formal Pension Fund Conflicts of Interest Policy, under which a register of conflicts of interest will be maintained and published on the administering authority's website.

Knowledge and Understanding

In accordance with Section 248A of the Pensions Act 2004, every individual who is a member of a Local Pension Board must be conversant with:

- the rules of the Local Government Pension Scheme (LGPS); and
- any document recording policy about the administration of the Fund which is for the time being adopted in relation to the Fund.

Each individual must have knowledge and understanding of the law relating to pensions and such other matters as may be prescribed.

Cambridgeshire County Council (the administering authority) is required to make appropriate training to Local Pension Board members to assist them in undertaking their role and where possible support all members of the Board in undertaking that training. The Board approved a Knowledge and Understanding Policy Framework for Cambridgeshire Pension Fund Board Members at its meeting on 21 October 2015.

The most recent version of the Training Strategy was approved in December 2021 and can be found [here](#).

During 2021, a suite of core competency modules were delivered to the Board on the following topic areas -

- Introduction to the LGPS
- Pensions legislation and guidance and national guidance
- Local governance and pensions procurement, contract management and relationship matters
- Funding strategy and actuarial methods, and financial, accounting and audit
- Investments – Financial markets and products
- Pensions Administration and Communication

The Local Pension Board is required to keep appropriate records of the learning activities of individual members and the Local Pension Board as a whole. This will assist members in demonstrating their compliance, if necessary, with the legal requirement and how they have mitigated risks associated with knowledge gaps. It is a statutory requirement to include details of the training undertaken by members of the Pension Fund Board in the Fund's Annual Report. In addition, this information may be required by other agencies such as the Pensions Regulator from time to time.

A schedule detailing the training undertaken by Cambridgeshire Local Pension Board members is detailed below:

Member	Event	Date
Cllr Simon King [Appointed 23 May 2017]	Statutory and non-statutory policies – training item	23/02/2018
	Cross Pool Open Forum	27/03/2018
	CIPFA Training Day	09/05/2018
	Introduction to the LGPS	26/09/2018
	Completion of the Pension Regulator's Toolkit	29/09/2018
	Internal Dispute Resolution Procedure	15/02/2019
	Investment Presentation	15/02/2019
	Cyber Resilience	03/05/2019
	Monitoring and Maintaining Outsourced Providers	01/07/2019
	Valuation Presentation	01/07/2019
	Valuation Presentation (Committee)	10/10/2020
	LGPS Investment costs and risk management (virtual)	03/06/2020
	Schroders Training Session (virtual)	19/06/2020
	Schroders Training Session (virtual)	26/06/2020
	Investment Training Day (virtual)	15/07/2020
	Pension Information Day (virtual)	10/02/2021
	Hymans Valuation Training (virtual)	01/02/2021
	Governance and Fiduciary Duty (virtual)	21/06/2021
	Aon 7 Core Competency Modules (virtual)	Summer 21
	Aon Climate Webinar	12/07/2021
Cllr Philippa Slatter [Appointed 18 May 2021]	Hymans Valuation Training (virtual)	01/02/2021
	Aon/Cyber Griffin - Cyber Resilience (virtual)	08/03/2021
	Governance and Fiduciary Duty (virtual)	21/06/2021
	Aon 7 Core Competency Modules (virtual)	Summer 21
Cllr Denis Payne [Appointed 3 February 2017]	Completion of the Pension Regulator's Toolkit	28/02/2017
	Training Needs Analysis	07/03/2017
	Local Pension Board Two Years on Seminar	28/06/2017
	Pension Information Day	05/07/2017
	LGC Investment Summit	07/09/2017
	Pension Information Day	06/10/2017
	Pension Information Day	22/11/2017
	Employers Forum	29/11/2017
	Pension Information Day	07/02/2018
	Statutory and non-statutory policies – training item	23/02/2018
	Local Pension Board Three Years on Seminar	27/06/2018
	CIPFA Training Day	09/05/2018
	LGC Investment Summit	07/09/2018
	Internal Dispute Resolution Procedure	15/02/2019
	Investment Presentation	15/02/2019
	Cyber Resilience	03/05/2019

Member	Event	Date
	PLSA Local Authority Conference	13/05/2019
	Local Pension Board Annual Event	26/06/2019
	Monitoring and Maintaining Outsourced Providers	01/07/2019
	Valuation Presentation	01/07/2019
	LGC Investment Seminar	06/09/2019
	Pension Information Day	06/03/2020
	Schroders Training Session (virtual)	12/06/2020
	Schroders Training Session (virtual)	19/06/2020
	Schroders Training Session (virtual)	15/07/2020
	Investment Training Day (virtual)	15/07/2020
	PLSA Annual Conference (virtual)	12-16/10/20
	LAPF Strategic Investment Forum (virtual)	4-5/02/2021
	Pension Information Day (virtual)	10/02/2021
	Local Pension Board Spring Seminar (virtual)	18/02/2021
	Hymans Valuation Training (virtual)	01/02/2021
	Aon Cyber Resilience Training (virtual)	08/03/2021
	Governance and Fiduciary Duty (virtual)	21/06/2021
	Aon 7 Core Competency Modules (virtual)	Summer 21
	Aon Climate Webinar	12/07/2021
	Aon/Cyber Griffin - Cyber Resilience (virtual)	8&22/07/21
	Mercer 'LGPS: setting a course to net zero' webinar	22/09/2021
	Employer Forum (virtual)	17/11/2021
	LGA Governance Conference (virtual)	January 22
	PLSA ESG Conference (virtual)	9&10/03/22
Barry O'Sullivan [Appointed 16 July 2015]	LGA Local Pension Board Training	21/05/2015
	LGSS Joint Local Pension Board Training	01/09/2015
	UBS First Steps	03/11/2015
	UBS Second Steps	03/11/2015
	LGSS Valuation Training	03/02/2016
	Local Pension Board Seminar	29/06/2016
	Pension Ombudsman Case Study - Training item	22/07/2016
	Completion of the Pension Regulator's Toolkit	02/02/2016
	LGC Investment Seminar	03/02/2017
	Local Pension Board Two years on Seminar	28/06/2017
	Pension Information Day	05/07/2017
	Unison Eastern Regional pensions forum	22/09/2017
	National LGPS Seminar	10/01/2018
	Pension Information Day	06/10/2017
	Pension Information Day	22/11/2017
	Training Needs Analysis	06/12/2017
	National LGPS Seminar	10/01/2018
	Statutory and non-statutory policies – training item	23/02/2018
	CIPFA Training	09/05/2018
	CIPFA Training	04/07/2018
	LGC Investment Summit	06/09/2018
	UNISON LGPS Seminar	11/12/2018

Member	Event	Date
	Internal Dispute Resolution Procedure	15/02/2019
	Investment Presentation	15/02/2019
	Local Pension Board Annual Event	26/06/2019
	Monitoring and Managing Outsourced Providers	01/07/2019
	Valuation Presentation	01/07/2019
	LGC Investment Seminar	08/09/2019
	Investment Information Day	09/10/2019
	Pension Information Day	06/03/2020
	Investment Training Day (virtual)	15/07/2020
	Pension Information Day (virtual)	10/02/2021
	Local Pension Board Spring Seminar (virtual)	10/02/2021
	Hymans Valuation Training (virtual)	01/02/2021
	Aon Cyber Resilience Training (virtual)	08/03/2021
	Governance and Fiduciary Duty (virtual)	21/06/2021
	Aon 7 Core Competency Modules (virtual)	Summer 21
	Aon/Cyber Griffin - Cyber Resilience (virtual)	8&22/7/21
	Unison De-carbonising Pension Investments (virtual)	10/12/2021
	LGA Governance Conference (face to face)	January 22
	Hymans Planning for the 2021 valuation webinar	02/02/2022
Val Limb [Appointed 9 November 2020]	PLSA Local Authority Conference	18/05/2020
	The Pensions Regulator Toolkit incl scams module	22/11/2020
	LAPF Strategic Investment Forum (virtual)	4-5/02/2021
	Pension Information Day (virtual)	10/02/2021
	Local Pension Board Spring Seminar (virtual)	18/02/2021
	Hymans Valuation Training (virtual)	01/02/2021
	Aon Cyber Resilience Training (virtual)	08/03/2021
	DG Publishing Responsible Investments Seminar (virtual)	28/04/2021
	PLSA ESG Conference (virtual)	18/05/2021
	Governance and Fiduciary Duty (virtual)	21/06/2021
	Aon 7 Core Competency Modules (virtual)	Summer 21
	Barnett Waddingham & CIPFA LGPS Local Pension Boards Annual event (virtual)	23/06/2021
	Aon/Cyber Griffin - Cyber Resilience (virtual)	8&22/07/21
	PLSA Local Authority Conference (virtual)	9&10/03/22
	Link Investment Day (virtual)	13/05/2022
Martin Dachs [Appointed 1 January 2021]	Governance and Fiduciary Duty (virtual)	21/06/2021
	Aon 7 Core Competency Modules (virtual)	Summer 21
	Cyber Griffin Part A Cyber Resilience	30/11/2021
	Cyber Griffin Part B Cyber Resilience	17/12/2021

It is important to note that at the beginning of the pandemic all face to face training was cancelled. It took time for virtual training to be set up so there was less training available for much of 2020 than would otherwise have been.

A Local Pension Board is also required to prepare and keep updated a list of the core documents recording policy about the administration of the Fund and make sure that the list and documents (as well as the rules of the LGPS) are accessible to its members.

[The Pensions Service has prepared such a list for Cambridgeshire Local Pension Board members, which is available here.](#)

Reporting Breaches of the Law to the Pensions Regulator Policy

In accordance with section 70 of the Pensions Act 2004, certain individuals must report to the Pensions Regulator as soon as reasonably practicable where that individual has reasonable cause to believe that:

- a duty which is relevant to the administration of the LGPS, and is imposed by or by virtue of an enactment or rule of law, has not been or is not being complied with; and
- the failure to comply is likely to be of material significance to the Regulator in the exercise of any its functions.

This obligation directly applies to each individual who is a member of the Local Pension Board. The Local Pension Board must therefore have effective arrangements in place to meet its duty to report breaches of law.

At its meeting on 21 October 2015, the Cambridgeshire Local Pension Board was informed that, in line with the Pensions Regulator's Code of Practice number 14 (Governance and administration of public service pension schemes), the Fund had developed a policy that sets out the mechanism for reporting breaches of the law.

The policy ensures that those with a responsibility to report breaches of the law are able to meet their legal obligations, by analysing situations effectively in order to make an informed decision on whether a breach has been made.

As the Cambridgeshire Pension Fund Board does not have decision making powers, the Board is not able to approve this policy. Instead it reviewed the Policy on 21 October 2015 before it was approved by the Pension Fund Committee at its meeting on 22 October 2015. It also reviewed the policy on 6 July 2018 recommending changes to the Pension Fund Committee.

[A copy of the "Reporting Breaches of the Law to the Pensions Regulator Policy" is available here.](#)

The Reporting breaches of the Law to the Pensions Regulator Policy will be reviewed as part of the 2022/23 work programme.

Work Programme 2021-22

The Cambridgeshire Local Pension Fund Board met four times in 2021-22, on 2nd July 2021, 5th November 2021, 28th January 2022 and 29th April 2022.

Board Meeting – 2nd July 2021

This was the first meeting of the Board in the municipal year. The Board considered the Administration Performance Report, Risk Monitoring Report, Local Pension Fund Board Agenda Plan, and the draft Cyber Strategy.

At this meeting, Board Member, Martin Dachs, offered to provide assistance with the risk register.

Board Meeting – 5th November 2021

The Board considered the Administration Report, Pension Fund Annual Business Update, Governance Compliance Report, Risk Monitoring Report, Admission Bodies, Scheme Employers and Bulk Transfer Policy, Training Strategy, Access Update, and Cyber-Resilience Action Plan.

At the meeting, the Board expressed its pleasure at attending cyber training delivered by the City of London Police.

Board Meeting – 28th January 2022

The Board received reports on Internal Audit 2020-21, Administration, Risk Register, Pension Fund Annual Business Update, Governance Compliance, Improving engagement in the Cambridgeshire Pension Fund, Cambridgeshire Pension Fund Business Continuity Plan, Investment Strategy Statement, Cyber-Resilience Action Plan, and Access Update.

At the meeting, the Board highlighted the importance of considering non-financial factors, including environmental, social and governance factors, as part of the Fund's fiduciary duty.

Board Meeting – 29th April 2022

Members considered the following reports: Administration, Governance Compliance, Pension Fund Business Plan Update, Pension Fund Annual Business Plan and Medium-Term Strategy 2022/23 to 2024/25, Risk Register, ACCESS update, and Cyber-Resilience Action Plan.

Work Programme 2022-23

The Cambridgeshire Local Pension Board maintains a work programme (agenda plan) which is considered at every meeting. The Work Programme for 2022-23 is as set out below:

1 July 2022

- Administration Report
- Governance Compliance Report
- Data Improvement Strategy and Plan
- Reporting Breaches of the Law to the Pensions Regulator Policy
- Valuation Update
- Cyber Strategy Update
- Risk Register
- ACCESS Update

4 November 2022

- Administration Report
- Business Plan Update
- Governance and Compliance Report
- Risk Monitoring
- Risk Strategy
- Internal Audit
- Final accounts & ISA 260
- Conflicts of Interest
- Climate Change Action Plan
- Administration Strategy
- Valuation Update
- Cyber Resilience
- ACCESS Update

27 January 2023

- Administration Report
- Business Plan Update
- Governance and Compliance Report
- Risk Monitoring
- Overpayment of Pension Policy
- Communication Strategy and Plan
- Funding Strategy Statements
- Code of practice Action Plan
- Good Governance Review Action Plan
- Cyber Resilience
- ACCESS Update

28 April 2023

- Administration Report
- Business Plan Update
- Governance and Compliance Report
- Risk Monitoring
- Review of website and digital communications
- Annual Business Plan and Medium Term Strategy
- The Code of Practice progress on action plan
- Good Governance Review progress on action plan
- Cyber Resilience
- ACCESS Update

The Pension Fund Board supports the Pension Fund Committee in meeting its statutory obligations. The agenda plan for the year ensures a balance of pre and post scrutiny review on policies and strategies as well as information papers for comment and consideration. The work of the Board is delivered to the Committee to support its decision-making processes.

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