

## Agenda

**Meeting: Pension Board**

**Venue: Brierley Room, County Hall,  
Northallerton, DL7 8AD**

**Date: Thursday 18 January 2018 at 10am**

Recording is allowed at County Council, committee and sub-committee meetings which are open to the public, please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download below. Anyone wishing to record is asked to contact, prior to the start of the meeting, the Officer whose details are at the foot of the first page of the Agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive. <http://democracy.northyorks.gov.uk>

### Business

- 1a. **Apologies for absence**
- 1b. **Vacancy for Scheme Member representative**
- 2a **Minutes** – To agree as an accurate record the Minutes of the meeting held on 12 October 2017  
(Pages 5 to 13)
- 2b **Progress on Issues Raised by the Board** – To note the progress made on issues discussed at previous meetings  
(Pages 14 to 16)
3. **Declarations of any Interests**

#### 4. **Public Questions or Statements.**

Members of the public may ask questions or make statements at this meeting if they have given notice and submitted the text to Steve Loach of Democratic Services (contact details below) by midday Monday 15 January 2018. Each speaker should limit themselves to 3 minutes on any item. Members of the public who have given notice will be invited to speak:-

- at this point in the meeting if their questions/statements relate to matters which are not otherwise on the Agenda (subject to an overall time limit of 30 minutes);
- when the relevant Agenda item is being considered if they wish to speak on a matter which is on the Agenda for this meeting.

#### 5. **Treasurer of North Yorkshire Pension Fund – Annual Discussion**

#### 6. **Draft Minutes of the Pension Fund Committee meeting held on 23 November 2017 -** Chairman to report

**(Pages 17 to 23)**

#### 7. **Review of Terms of Reference - Report of Legal & Democratic Services**

**(Pages 24 to 106)**

#### 8. **Pensions' Administration - Report of Legal & Democratic Services**

**(Pages 107 to 128)**

#### 9. **Internal Audit Reports – Report of Internal Audit**

**(Pages 129 to 140)**

#### 10. **Review of Risk Register - Report of Legal & Democratic Services**

**(Pages 141 to 153)**

#### 11. **Pension Board Projects – Scoping reports from Project Leaders**

- Management, administration and governance process and procedure
- Development of improved customer services
- Scheme member and employer communications

**(Pages 154 to 223)**

#### 12. **UK Stewardship Code – Compliance - Report of Legal & Democratic Services**

**(Pages 224 to 252)**

#### 13. **Pooling - Report of Legal & Democratic Services**

**(Page 253)**

#### 14. **Training (including feedback from any courses attended) - Report of Legal and Democratic Services**

**(Pages 254 to 258)**

#### 15. **Work Plan – Annual Review and Plan for 2018 – Report of Legal & Democratic Services**

**(Pages 259 to 260)**

**16. Other business which the Chairman agrees should be considered as a matter of urgency because of special circumstances**

Barry Khan  
Assistant Chief Executive (Legal and Democratic Services)  
County Hall  
Northallerton

January 2018

**NOTES:**

**Emergency Procedures for Meetings**

**Fire**

The fire evacuation alarm is a continuous Klaxon. On hearing this you should leave the building by the nearest safe fire exit. Once outside the building please proceed to the fire assembly point outside the main entrance

Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service or the Emergency Co-ordinator.

An intermittent alarm indicates an emergency in nearby building. It is not necessary to evacuate the building but you should be ready for instructions from the Fire Warden.

**Accident or Illness**

First Aid treatment can be obtained by telephoning Extension 7575.

# PENSION BOARD

## Membership

<b>(9)</b>		
	<i>Names</i>	
<b>1</b>	PORTLOCK, David	Chairman - Independent Member (Non-voting)
<b>2</b>	JORDAN, Mike (County Councillor)	Employer Representative
<b>3</b>	CUTHBERTSON, Ian (Councillor)	Employer Representative
<b>4</b>	MACDONALD, Phil	Employer Representative
<b>5</b>	BRANFORD-WHITE, Louise	Employer Representative
<b>6</b>	VACANCY	Scheme Member Representative
<b>7</b>	SMETHURST, Stella	Scheme Member Representative
<b>8</b>	SWITHENBANK, Mandy	Scheme Member Representative
<b>9</b>	GRESTY, Gordon	Scheme Member Representative

**Quorum** - The Board shall be quorate if the Chair, one scheme representative and one employer representative are present.