

## Agenda

**Meeting: Pension Board**

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

**Date: Thursday 19 July 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

1. **Exclusion of the Public and Press – Exclusion of the public and press from the meeting during consideration of the item of business listed in Column 1 of the following table on the grounds that it involves the likely disclosure of exempt information as defined in the paragraph(s) specified in column 2 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to information)(Variation) Order 2006:-**

Item number on the agenda	Paragraph Number
3b	3

- 2a. **Apologies for absence**
- 2b. **Vacancy for an Employer Representative**

- 3a Minutes of the meeting held on 12 April 2018 – To agree as an accurate record**  
(Pages 5 to 14)
- 3b Confidential Minutes of the meeting held on 12 April 2018 - To agree as an accurate record**  
(Pages 15 to 18)
- 3c Progress on Issues Raised by the Board – To note the progress made on issues discussed at previous meetings**  
(Pages 19 to 21)
- 4. Declarations of any Interests**
- 5. 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 16 July 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.

- 6. Minutes of the Pension Fund Committee meeting held on 24 May 2018 (attached) and draft minutes of the meeting held on 5 July 2018 (not yet available) - Chairman to report**  
(Pages 22 to 35)
- 7. Draft Annual Report - Report of Legal & Democratic Services**  
(Pages 36 to 53)
- 8. Pensions' Administration - Report of the Head of Pensions Administration**  
(Pages 54 to 55)
- 9 Employer and Administering Authority Discretions - Review- Report of Legal & Democratic Services**  
(Pages 56 to 57)
- 10. Internal Audit Reports – Report of Internal Audit**  
(Pages 58 to 99)
- 11. Risk Register and Governance Documents – Review - Report of the Treasurer**  
(Pages 100 to 101)
- 12. Pension Board Projects – Update from Project Leaders**
- Management, administration and governance process and procedure
  - Development of improved customer services
  - Scheme member and employer communications

13. **Pooling** - Report of the Treasurer  
(Pages 102 to 119)
14. **Board Evaluation and Skills Matrix Questionnaires** - Report of Legal & Democratic Services  
(Pages 120 to 138)
15. **Training (including feedback from any courses attended)** - Report of Legal and Democratic Services  
(Pages 139 to 144)
16. **Work Plan** – Report of Legal & Democratic Services  
(Pages 145 to 146)
17. **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

July 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

(9)		
	<i>Names</i>	
1	PORTLOCK, David	Chairman - Independent Member (Non-voting)
2	JORDAN, Mike (County Councillor)	Employer Representative
3	CUTHBERTSON, Ian (Councillor)	Employer Representative
4	VACANCY	Employer Representative
5	BRANFORD-WHITE, Louise	Employer Representative
6	PURCELL, Simon	Scheme Member Representative
7	SMETHURST, Stella	Scheme Member Representative
8	SWITHENBANK, Mandy	Scheme Member Representative
9	GRETTY, Gordon	Scheme Member Representative
<b>Quorum</b> - The Board shall be quorate if the Chair, one scheme representative and one employer representative are present.		