

## Agenda

### **PLEASE NOTE CHANGE OF VENUE FOR THIS MEETING**

**Meeting: Pension Board**

**Venue: Meeting Room B1, White Rose House,  
Northallerton, DL6 2NA**

**Date: Thursday 24 January 2019 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 Employer and Scheme Member representatives**
- 2a Minutes – To agree as an accurate record the Minutes of the meeting held on 11 October 2018**

**(Pages 7 to 17)**

- 2b Progress on Issues Raised by the Board –** To note the progress made on issues discussed at previous meetings

**(Pages 18 to 20)**

**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 21 January 2019. 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. Draft Minutes of the Pension Fund Committee meeting held on 22 November 2018 -**  
Chairman to report

**(Pages 21 to 31)**

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

**(Pages 32 to 115)**

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

**(Pages 116 to 142)**

- 8. Internal Audit Reports –** Report of Internal Audit

**(Pages 143 to 144)**

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

**(Pages 146 to 159)**

- 10. 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

- 11. Pooling -** Report of Legal & Democratic Services

**(Pages 160 to 161)**

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

**(Pages 162 to 178)**

- 13. Work Plan – Annual Review and Plan for 2019 –** Report of Legal & Democratic Services

**(Pages 179 to 181)**

**14. 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 2019

**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	VACANCY	Scheme Member Representative
8	SWITHENBANK, Mandy	Scheme Member Representative
9	GRESTY, Gordon	Scheme Member Representative
<b>Quorum</b> - The Board shall be quorate if the Chair, one scheme representative and one employer representative are present.		