

## NORTH YORKSHIRE COUNTY COUNCIL

## PENSION FUND COMMITTEE

25 May 2017

## MEMBER AND EMPLOYER ISSUES

## Report of the Treasurer

**1.0 PURPOSE OF THE REPORT**

1.1 To provide Members with information relating to membership movements, performance of benefits administration as well as related events and activity over the year to date as follows;

- |  |                 |
|--|-----------------|
| (a) Admission Agreements and New Academies | (see section 2) |
| (b) Membership Analysis                    | (see section 3) |
| (c) Administration Performance             | (see section 4) |
| (d) Member Training                        | (see section 5) |
| (e) Meetings Timetable                     | (see section 6) |
| (f) Pensions Manager Recruitment           | (see section 7) |

**2.0 Admission Agreements and New Academies**

2.1 The latest position re Admission Agreements is described in the table at **Appendix 1**. All of these new admissions have subsumption agreements in place.

2.2 The list of schools known to have converted to academy status in 2016/17 is also included in **Appendix 1**.

**3.0 Membership Analysis**

3.1 The membership movement figures for 2016/17 are as follows.

Membership Category	At 31/03/15	+/- Change (%)	At 31/03/16	+/- Change (%)	At 31/03/17
Actives	34,990	-3.4	33,796	-0.7%	33,559
Deferred	30,591	+3.7	31,718	+4.5%	33,147
Pensioners*	18,451	+5.2	19,414	+5.3%	20,441
<b>Total</b>	<b>84,032</b>		<b>84,928</b>		<b>87,147</b>

\*Figures include spouses' and dependants' pensions

3.2 The reduction in actives each year shown in the table above, reflects the continuing austerity measures being pursued by the Funds major employers.

3.3 A breakdown of retirements across the Fund in Quarter 4 of 2016/17 is at **Appendix 2**.

#### 4.0 Performance of the Pensions Administration Team

4.1 The performance figures for the fourth quarter of 2016/17 are as follows:

Performance Indicator	Target in Q4	Achieved
Measured work achieved within target	98%	95%
Customers surveyed ranking service good or excellent	94%	89%
Employer satisfaction with the service ranked good or excellent	90%	100%
Reduce reliance on customer helpline. Phone queries reduced as a proportion of customer contacts to <29%	29%	34%
Increase numbers of registered self-service users by 700 per quarter	700	884 (total increased from 14,518 to 15,402)
Total sickness absence in Q4	4.5 days per employee	2.19 days per employee

- 4.2 Performance has dropped this quarter due to the large workloads which have been generated by reorganisations within two of the NYCC directorates where the date of retirement on redundancy grounds was 31 March 2017. The target for retirements of 98% was met which shows that the reprioritisation of work was appropriate to ensure that retirements were processed within the required timeframe. However the number of estimate and transfer cases which were not processed within the required timescale meant that the overall target was not met this quarter. This was due to the need to focus resource on the essential work relating to the redundancy retirements.
- 4.3 Comments provided through the customer survey have not shown a particular pattern to indicate any increased level of dissatisfaction. Any request for contact was followed up by the relevant Team Leader in the Section. Where comments have been supplied, the period of time from date of leaving to the first payment of pension benefits continues to be a concern but delays have, in the main, been due to line managers not initiating the leaver process early enough or delays in employers providing pensionable pay information.
- 4.4 There are a number of initiatives being worked on to improve the timeliness of the retirement process. The Communications Strategy includes making improvements to the forms used by employers to make the retirement process more straight forward. Colleagues in the NYCC HR section are looking to introduce improvements in the online assistance given to line managers via the retirement process on the intranet. Pensions Section staff appraisal targets for 2017/18 include a requirement to encourage the take-up of electronic communications during the retirement process so that information from the Pensions Section can be sent via email. This will minimise the timescale for providing pension benefit figures and obtaining completed forms from members.

## **5.0 Member Training**

- 5.1 The Member Training Record showing the training undertaken over the year to 31 March 2017 is attached as **Appendix 3**.
- 5.2 Upcoming courses, seminars and conferences available to Members are set out in the schedule attached as **Appendix 4**. Please contact Gary Bowden (01609 532520 or email [gary.bowden@northyorks.gov.uk](mailto:gary.bowden@northyorks.gov.uk)) for further information or to reserve a place on an event.
- 5.3 Due to the number of changes expected on the Committee a detailed review of the role that the Committee plays in managing the NYPF will take place over the 6 and 7 July 2017. It is not only critical that new Members of the Committee attend this review, which will consist of a number of distinct sessions, but it is regarded as strongly recommended that experienced Committee Members attend too. Within each session, one example of which will be to review the investment strategy, the knowledge and experience of

Members who have previously been on the Committee will be an essential part.

- 5.4 Within this two day event there will also be room for a formal PFC meeting to approve the draft accounts and the Fund's governance documents.

## **6.0 Meetings Timetable**

- 6.1 The latest timetable for forthcoming meetings of the Committee and Investment Manager meetings is attached as **Appendix 5**. Please note that the next PFC meeting will be at 1:30pm.

## **7.0 Recruitment of Pensions Manager**

- 7.1 To remind Members, the current Pensions Manager will be leaving the Authority on 19 May 2017. Handover arrangements with the new appointee are underway, who will formally start working for the Council on 1 June 2017. A verbal update will be provided in the meeting.

## **8.0 Recommendations**

- 8.1 Members are asked to note the contents of this report.

GARY FIELDING  
Treasurer  
Central Services  
County Hall  
Northallerton  
12 May 2017

### Latest Position Re Admission Agreements

Admission Agreement	Current Position and Action to Be Taken (If Applicable)
York Arts Education (Community Interest Company)	A community interest company model that has been chosen by the City of York Council to provide their music service. An admission agreement has been drafted to allow two staff to continue to contribute to the Local Government Pension Scheme.
City of York Trading Limited, a recruitment agency wholly owned by the City of York Council	The City of York Council have transferred six staff to City of York Trading Limited (CYT) on 1 April 2017. CYT trades as a recruitment agency under the 'Work with York' brand. The business was formed in 2011 initially to provide supply teachers for schools in the region and has expanded into a fully-fledged recruitment agency supplying temporary and permanent staff across a broad spectrum of disciplines. An admission agreement has been drafted to allow six staff to continue to contribute to the Local Government Pension Scheme.
Greenwich Leisure Limited (GLL) providing Leisure services for the City of York Council	The City of York Council have awarded their leisure services contract to Greenwich Leisure Limited (GLL) with an expected transfer date of 1 September 2017. Aon Hewitt will be asked to calculate an employer contribution rate and an admission agreement will be drafted to allow approximately 60 staff to continue to contribute to the Local Government Pension Scheme.

## Latest Academy Admissions

Original name of school	Date of conversion/ current position	Name of academy after conversion
Staynor Hall	New academy created on 1 September 2016	School became part of the Ebor Academy Trust
St Lawrence CE Primary School (COYC)	School converted to an academy on 1 February 2017	School became part of Pathfinder Multi Academy Trust
Canon Lee Secondary School (COYC)	School converted to an academy on 1 April 2017	Vale of York Academy. School became part of the Hope Learning Trust
Filey CE Infant and Nursery School	School converted to an academy on 1 April 2017	Filey CofE Nursery and Infants Academy. School became part of the Ebor Academy Trust
Park Grove Primary School	School converted to an academy on 1 April 2017	School became part of the Ebor Academy Trust
Leyburn Primary School	School converted to an academy on 1 May 2017	School became part of the Yorkshire Collaboration Academy Trust

**NORTH YORKSHIRE PENSION FUND**  
**Cumulative Total of Retirements from 1 April 2016 to 31 March 2017**

<i>Employer</i>	<i>Normal</i>	<i>Ill-Health</i>		<i>Efficiency/ Redundancy/ Employers Consent</i>	<i>Total</i>
		<i>Actuarial Assumption<sup>e</sup></i>	<i>Actual</i>		
003 - Whitby Town Council	1	-	-	-	1
007 - Scarborough BC	10	2	3	11	24
009 - Hambleton DC	7	1	-	3	10
010 - Ryedale DC	5	1	1	14	20
011 - Harrogate BC	25	2	2	9	36
012 - Richmondshire DC	4	1	-	-	4
013 - Selby DC	3	1	1	3	7
014 - Craven DC	2	1	-	-	2
016 - York St John University	9	-	-	22	31
018 - N/Allerton Burial Board	1	-	-	-	1
020 - York	66	11	11	24	101
025 - NYCC	327	21	3	117	447
041 - Skipton Town Council	1	-	-	-	1
051 - NY Fire and Rescue	4	1	1	2	7
052 - NY Moors NP	1	-	-	-	1
053 - Yorkshire Dales NP	1	1	1	2	4
055 - Uni of Hull	7	-	-	-	7
056 - Malton Town Council	2	-	-	-	2
057 - Yorkshire Housing	8	1	1	-	9
060 - Northallerton TC	1	-	-	-	1
061 - Askham Bryan College	2	1	-	-	2
062 - Craven College	4	1	-	-	4
065 - Selby College	4	-	-	-	4
068 - Scar 6 <sup>th</sup> Form College	2	-	1	-	3
074 - York College	7	-	-	-	7
077 - Craven Housing	7	-	-	-	7
080 - Yorkshire Coast Homes	1	-	-	-	1
094 - Grosvenor FM	2	-	-	-	2
102 - South Craven School	1	-	-	-	1
103 - Archbishop Holgate Sc	2	-	-	-	2
104 - Norton College	3	-	-	-	3
106 - Manor CE Academy	-	1	1	-	1
110 - Ringway	5	1	1	-	6
113 - Harrogate High Acad	2	-	-	-	2
120 - Churchill Security	1	-	-	-	1
127 - Haxby Road Primary	1	-	-	-	1

128 - NY Police and Crime C	7	-	-	1	8
129 - NY Chief Constable	19	2	2	11	32
130 - Explore York	3	-	-	-	3
131 - Be Independent	2	-	-	-	2
132 - Housing 21	2	-	-	-	2
133 - Skipton Academy	1	-	-	-	1
139 - Roseberry Academy	2	-	-	-	2
144 - Stokesley School Acad	1	-	-	-	1
146 - Huntington Primary Sch	1	-	-	-	1
149 - SLM Scarborough	1	-	-	-	1
152 - Ebor Academy Filey	-	1	1	2	3
153 - Bishop Wheeler Acad	2	-	-	-	2
155 - Red Kite Learning Acad	1	-	-	-	1
156 - Yorkshire Causeway ST	5	-	-	-	5
157 - South Bank MAT	2	-	-	-	2
160 - Mouchel Kier	1	-	-	-	1
162 - Brayton Academy	-	-	-	10	10
170 - Pathfinder MAT	1	-	-	-	1
174 - Camblesforth CP Acad	-	-	-	-	-
Others	-	-	-	-	-
<b>TOTALS</b>	<b>580</b>	<b>51</b>	<b>30</b>	<b>231</b>	<b>841</b>

(69%)

(4%)

(27%)

Quarter by quarter analysis					
Quarter 1	145		9	28	182
Quarter 2	223		7	58	288
Quarter 3	123		11	23	157
Quarter 4	89		3	122	214
	580	N/A	30	231	841

≠ **Estimated** actuarial assumptions re ill-health numbers for the whole year - 2016/2017



### Appendix 3

Date	Title or Nature of Course	Bateman B	Blackie J	De Courcey- Bailey M	Harrison- Topham R	Mulligan P	Swiers H	Weighell J	Clark J	Steward C	Portlock D	Hazeldine B	Unison (Vacancy)	Unison (Vacancy)
9-11 Mar 2016	Investment Conference								✓					
16-18 May 2016	NAPF Investment Conference	✓							✓					
20 May 2016	NYCC Investment Manager Meeting	✓	✓	✓	✓	✓	✓	✓	✓					
7-9 Sept 2016	LGC Investment Summit	✓	✓											
16 Sept 2016	NYCC Investment Manager Meeting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			
5-6 Oct 2016	Baillie Gifford LGPS Pension Seminar		✓	✓		✓	✓	✓	✓					
19-21 Oct 2016	PLSA Annual Conference	✓	✓			✓								
2 Nov 2016	PLSA Local Authority Conference	✓												
25 Nov 2016	Investment Strategy Review	✓		✓	✓	✓	✓	✓	✓		✓			

## UPCOMING TRAINING AVAILABLE TO MEMBERS

<i>Provider</i>	<i>Course / Conference Title</i>	<i>Date(s)</i>	<i>Location</i>	<i>Themes / Subjects Covered</i>
PLSA	Local Authority (Pension) Conference	15 – 17 May 2017	Cotswold Four Pillars Hotel Gloucestershire	Keynote speeches, specialist break-out sessions, Learning Zone, fringe meetings, a welcome drinks reception, conference gala dinner and exhibition.
LGA	14 <sup>th</sup> Annual LGPS “Trustees’ Conference	29 – 30 June 2017	Highcliff Marriott Hotel Bournemouth	Pooling, Brexit (Article 50), MIFID II, - precise subjects TBC
LGC	Investment Summit	7-8 September 2017	Celtic Manor Newport	The theme for this year’s LGC Investment Summit is “Navigating the new landscape.”
PLSA	Annual Conference and Exhibition	18-20 October 2017	Manchester	This year’s PLSA Annual Conference and Exhibition is designed to help pension schemes understand the forces shaping the future and how to respond to them. Includes keynote speeches, streamed focus sessions, fringe meetings, a Trustee Learning Zone, networking events and exhibition.
PLSA	Local Authority Forum	7 November 2017	PLSA Offices Cheapside House London	This forum will update you on best practice in governing, administering and communicating your scheme alongside the latest policy and technical developments.

PLSA	Investment Conference	7-9 March 2018	EICC Edinburgh	Will address the key investment choices, challenges and changes faced by defined benefit and defined contribution pension funds and institutional investors. The conference includes keynote speeches; breakout sessions on DB, DC, Investment governance and culture and New horizons; an Academy Trustee Learning Zone; fringe meetings; an exclusive exhibition, Welcome Drinks Reception and Conference Gala Dinner.
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## PENSION FUND COMMITTEE TIMETABLE FOR MEETINGS IN 2017 AND 2018

Meeting Date	Time & Venue	Event	Fund Managers
25 May 2017	10am, Brierley Room	Pension Fund Committee	
06 July 2017	Training-10am, PFC-1:30pm Brierley Room	Pension Fund Committee and Member Training	
07 July 2017	10am, Brierley Room	Member Training	
14 September 2017	10am, TBC	Pension Fund Committee	
15 September 2017	10am, TBC	Investment Manager Meeting	2 Managers TBC
23 November 2017	10am, TBC	Pension Fund Committee	
24 November 2017	10am, TBC	Investment Manager Meeting	2 Managers TBC
22 February 2018	10am, TBC	Pension Fund Committee	
23 February 2018	10am, TBC	Investment Manager Meeting	2 Managers TBC