

Minutes

PENSIONS BOARD

3 April 2018

Meeting held at Committee Room 3 - Civic Centre,
High Street, Uxbridge UB8 1UW



	<p>Employer Representatives: Vacant</p> <p>Employee Representatives: Roger Hackett and Venetia Rogers.</p> <p>Apology for Absence: None</p> <p>Also Present: None</p> <p>LBH Officers Present: Ken Chisholm (Corporate Pensions Manager), Sian Kunert (Head of Pensions Treasury and Statutory Accounts)</p>
	<p>ELECTION OF TEMPORARY CHAIR (<i>Agenda Item 2</i>)</p> <p>Roger Hackett was elected to chair this meeting while the board is not fully subscribed. A chair will be elected once full representation is achieved.</p>
	<p>DECLARATIONS OF INTEREST AND ANY CONFLICTS OF INTEREST (<i>Agenda Item 3</i>)</p> <p>There were no conflicts of interests reported.</p>
	<p>MINUTES OF THE MEETING HELD ON 4 OCTOBER 2018 (<i>Agenda Item 4</i>)</p> <p>Agreed as an accurate record.</p>
	<p>EXCLUSION OF PRESS AND PUBLIC (<i>Agenda Item 5</i>)</p> <p>That Agenda Item 8 be considered in private for the reasons stated on the agenda.</p>

<p>VERBAL UPDATE ON PROGRESS OF RECRUITMENT TO THE PENSIONS BOARD (<i>Agenda Item 6</i>)</p> <p>The Board were updated on the process to recruit new employer representatives. There has been a small amount of interest both from Council and scheduled body representatives. A selection process will be carried out. Once the board is fully subscribed a training plan will be put in place.</p>	<p>Action by</p>
<p>FREQUENCY OF MEETINGS, WORK PROGRAMME 2018/19 (<i>Agenda Item 7</i>)</p> <p>The Board discussed frequency of meetings and timing and suggested this is deferred until the employer representatives have been recruited. The next meeting is to be arranged for shortly after the next Pensions Committee at 5pm.</p> <p>The board discussed the new arrangements in relation to the change in board structure and succession planning of members. Roger Hackett is happy to have contact details on the website for retired members to contact as a representative.</p> <p>Terms of Reference were discussed and agreed to be reviewed once the employer members are in place and to align the ToR with the SAB template where relevant.</p> <p>The draft work plan was discussed in detail with Data Audit and Data improvement plan being set as priority at the next meeting. Surrey County Council and Aon Hewitt the Boards governance advisor will be invited to help with this item at the next meeting.</p> <p>The board acknowledged the improvement in the schools data due to improved communications and strong relationship with Dataplan the majority payroll provider for the schools.</p> <p>Topics discussed and to add to ongoing work plan were</p> <ul style="list-style-type: none"> • Board Terms of Reference • Issues arising from the Pensions Regulator checklist - focus on F - Maintaining accurate member data and G - Maintaining contributions • Communications operating in practice 	<p>Action by</p>

- Data audit and Progress in ascertaining LBH Data Score, Data Improvement Plan and impact to Administration Strategy
- Training plan
- GDPR
- Status of GMP
- Statutory deadlines and requirement
- Self service and impact on data improvements
- Uptake of the 50/50 Scheme
- The 85 year rule

RESOLVED –

The report was noted and timing of meeting to be deferred until the employer representative vacancies have been filled

	<p>REVIEW OF PENSION COMMITTEE REPORTS (<i>Agenda Item 8</i>)</p> <p><i>This item was discussed as a Part II item without the press or public present as the information under discussion contained confidential or exempt information as defined by law in the Local Government (Access to Information) Act 1985. This was because it discussed 'information relating to the financial or business affairs of any particular person (including the authority holding that information)' (paragraph 3 of the schedule to the Act).</i></p> <p>The Board was provided with the agenda for the last Pensions Committee which took place on 28 March 2018.</p> <p>The Board was provided with further detail in relation to Pension Fund Administration and in particular GDPR, GMP and the GAD Valuation. There was a further discussion on communications with members and the mypensions portal with comment on the improvement as a result of system upgrade. Auto-enrolment implications were discussed alongside opt-out rates with board requesting a report on scheme uptake.</p> <p>Board acknowledged the work involved in complying with GDPR and that work is actively taking place with a focus on its importance to comply with the new requirements.</p> <p>The reports were noted.</p>	<p>Action by</p>
<p>The meeting, which commenced at 5.00 pm, closed at 6.15 pm.</p>		

These are the minutes of the above meeting.