



To: **Members of the Local Pension Board**

Notice of a Meeting of the Local Pension Board

Friday, 15 July 2016 at 10.30 am

Room 2 - County Hall, New Road, Oxford OX1 1ND

Peter G. Clark
County Director

July 2016

Contact Officer: **Julie Dean**
Tel: 07393 001089; Email: julie.dean@oxfordshire.gov.uk

Membership

Chairman – Graham Burrow

Scheme Representatives on the Board:

Alistair Bastin	Unison
Stephen Davis	Unite
1 Vacancy	Unison

Employer Representatives on the Board:

District Councillor Roger Cox	Vale of White Horse District Council
Councillor Bob Johnston	Oxfordshire County Council
David Locke FCA	Oxford Diocesan Schools Trust

Notes:

- **Date of next meeting: 21 October 2016**

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/>

or contact Glenn Watson on (01865) 815270 or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. **Welcome by Chairman**
2. **Apologies for Absence**
3. **Declarations of Interest - see guidance note opposite**
4. **Petitions and Public Address**
5. **Minutes (Pages 1 - 6)**

To approve the minutes of the meeting held on 15 April 2016 (**LPB5**) and to receive information arising from them.

6. **Collaboration Update**

This item will allow the Board members to consider the Brunel submission to the Government, as discussed at the Joint Meeting with the Pension Fund Committee on 1 July 2016; and determine any items they wish to focus on during the phase 3 stage to develop the full business case. Board Members are reminded that the draft submission (Annex 1) which was submitted to the 1 July special meeting is confidential at this present time.

Board members are asked to bring along the papers from the 1 July joint Pension Fund Committee meeting.

The public should therefore be excluded during consideration of Annex 1 because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:

2. *Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that disclosure could distort the proper process of each of the 10 Committee's negotiating the final proposal. It is intended that once all Committees have agreed the final proposal for submission to Government, the final proposal will become a public document.*

7. Review of Pension Fund Risk Register (Pages 7 - 14)

The Pension Fund Committee has agreed to review their Risk Register on a quarterly basis. The item will allow the Board to review the register as presented to the June committee meeting; to review any progress in terms of mitigating actions and to consider any risks not properly reflected in the register.

A copy of the Risk Register report to the June Pension Fund Committee is attached at **LPB7**.

8. Pension Board - Roles and Responsibilities

This item invites the Board to consider their progress to date and to reflect on their roles and responsibilities. In respect of the latter, Board members will be updated on the latest advice around Board Member Liabilities and insurance arrangements. Board members will also be asked to reflect on their likely training needs going forwards.

9. Issues/Items to be reported back to Scheme Members

This is the standard item to be included at the end of the agenda to consider what issues/items the Board wishes to report back to scheme members.