



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

***Notice of a Meeting of the Local Pension Board***

**Friday, 13 January 2017 at 10.30 am**

**Room 3 - County Hall, New Road, Oxford OX1 1ND**

Peter G. Clark  
County Director

January 2017

Contact Officer: **Julie Dean**  
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**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: 7 April 2017**

## 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 **07776 997946** or [glenn.watson@oxfordshire.gov.uk](mailto: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 - 4)**

To approve the public part of the minutes of the meeting held on 21 October 2016 (LPB5) and to receive information arising from them.

## 6. **EXEMPT ITEMS**

*The Committee is RECOMMENDED that the public be excluded for the duration of item 7 in the Agenda since it is likely that if they were present during this item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified in relation to the respective item in the Agenda and since it is considered that, in all the circumstances of each case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.*

**THE REPORT RELATING TO THE EXEMPT ITEM HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS STRICTLY PRIVATE TO MEMBERS OF THE BOARD AND OFFICERS ENTITLED TO RECEIVE IT.**

## 7. **Exempt Minutes - 21 October 2016 (Pages 5 - 6)**

To approve the exempt part of the Local Pension Board Minutes of the meeting held on 21 October 2016 (LPB7) and to receive information arising from them.

### **ITEMS FOLLOWING THE RE-ADMISSION OF THE PRESS AND PUBLIC**

## 8. **Employer Management (Pages 7 - 26)**

This report (LPB8) follows up on the discussion by the Board at their last meeting in respect of concerns regarding employer data, and the issuance of pension information to scheme members including annual benefit statements. The report covers the specific issues raised by the Board, as well as the subsequent report to the Pension Fund Committee.

***The Board is invited to note the latest position on employer management and to offer any further comments. As the full performance model is developed following completion of the 2016 Valuation, further reports will be brought to the Board for their information and consideration.***

**9. Risk Register (Pages 27 - 34)**

Attached at **LPB9** is the latest risk register as presented to the Pension Fund Committee on 2 December 2016.

***The Board is invited to review the report and to offer any comments to the Committee.***

**10. Brunel Pension Partnership**

The Board will be given an oral report on the latest position in respect of the Full Business Case, the next stages in the project and any other key issues arising.

**11. 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 or items the Board wishes to report back to scheme members.