



To: Members of the Local Pension Board

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

**Friday, 19 January 2018 at 10.30 am**

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

Peter G. Clark  
Chief Executive

January 2018

Committee Officer: **Julie Dean**  
Tel: 07393 001089; Email: [julie.dean@oxfordshire.gov.uk](mailto:julie.dean@oxfordshire.gov.uk)

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**Membership**

Chairman – Mark Spilsbury

**Scheme Members:**

Alistair Bastin	Stephen Davis	Sarah Pritchard
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**Employer Members:**

Councillor Bob Johnston	David Locke FCA	District Councillor Sandy Lovatt
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**Notes:**

- **Date of next meeting: 20 April 2018**

## 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 - 6)**

To approve the minutes of the meeting held on 20 October 2017 (**LPB5**) and to receive information arising from them.

6. **Employer Management (Pages 7 - 12)**

This report (**LPB6**) is the latest in the series of reports to the Pension Fund Committee and this Board on the Fund's approach to employer management. It sets out the key issues discussed with the Pension Regulator from the meeting held in London during December and includes a copy of the latest improvement plan which looks to ensure we can meet our regulatory requirement to issue annual benefit statements to all active and deferred scheme members by 31 August 2018.

***The Board is invited to note the latest position on employer management and the current improvement plan and to offer any comments to the Pension Fund Committee.***

7. **Review of the Annual Business Plan (Pages 13 - 16)**

In line with the previous request of the Board, this item allows the Board to review the quarterly progress report against the Annual Business Plan. A copy of the latest report to the Pension Fund Committee on 1 December 2017 is attached at **LPB7**.

***The Board is invited to review the attached report and to offer any views back to the Committee.***

8. **Risk Register (Pages 17 - 26)**

This is the latest Risk Register as presented to the Pension Fund Committee on 1 December 2017 (**LPB8**). It includes the changes made following the comments of the Board at the last meeting.

***The Board is invited to review the report and to offer any further views back to***

*the Committee.*

## **9. Brunel Pension Partnership**

There will be an oral report on the latest position in respect of the development of the Brunel Pension Partnership, including an update on the development of the new investment portfolios.

## **10. General Data Protection Regulations (GDPR) (Pages 27 - 34)**

At the last meeting, the Board requested that it be kept up to date on the project to manage the implications of the new General Data Protection Regulations which come into effect from 25 May 2018.

***The Board is invited to consider the progress report (LPB10) which was submitted to the 1 December 2017 Pension Fund Committee and to offer any comments to the Committee.***

## **11. EXEMPT ITEM**

***The Board is RECOMMENDED that the public be excluded for the duration of item 12 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 NEXT 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.**

## **12. Employer Covenants (Pages 35 - 58)**

At the last meeting, the Board requested that a report on employer covenants, which was submitted for consideration by the 1 December 2017 meeting of the Pension Fund Committee, be included on the Agenda for this meeting. The report is attached at **LPB12.**

*The public should be excluded during this item 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:*

***3. 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 the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that the information is supplied in commercial confidence.***

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

**READMISSION OF THE PRESS AND PUBLIC**

**13. Items to include in the Report to the Pension Fund Committee**

The Board is invited to confirm the issues it wishes to include in its latest report to the Pension Fund Committee.