

**AGENDA FOR A MEETING OF THE WEST YORKSHIRE PENSION BOARD TO BE HELD
ON THURSDAY 8 OCTOBER 2015 AT 1000 AT WEST YORKSHIRE PENSION FUND,
ALDERMANBURY HOUSE, GODWIN STREET,
BRADFORD BD1 2ST**

MEMBERSHIP:

<u>Employer Representatives</u>	<u>Member Representatives</u>
Councillor M Slater (Chair) Mr J Morrison - Employer Two Vacancies	Mr G Nesbitt - GMB Mr M Binks – Unison Mr C Sykes – Unison Mr M Morris – Unite

Notes:

- *This agenda can be made available in Braille, large print or tape format.*
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.

From:

Suzan Hemingway
City Solicitor

Agenda Contact: Jane Lythgow

Phone: 01274 432270 E-Mail: jane.lythgow@bradford.gov.uk

To:



AGENDA

1. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (2) **Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.**
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

2. INSPECTION OF REPORTS AND BACKGROUND PAPERS

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Director or Assistant Director whose name is shown on the front page of the report.

If that request be refused, there is a right of appeal to this meeting. Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Jane Lythgow - 01274 432270)



3. **WEST YORKSHIRE PENSION FUND PENSION BOARD TERMS OF REFERENCE**

The Public Service Pensions Act 2013 required the Department for Communities and Local Government to make regulations that require each Local Government Pension Scheme administering authority to establish a local pension board.

The City of Bradford Metropolitan District Council has, therefore, established a board for the West Yorkshire Pension Fund.

The report of the Director, West Yorkshire Pension Fund, (**Document “A”**) provides the background to the establishment of the Pension Board and Terms of Reference as approved by the Governance and Audit Committee on 20 March 2015.

Recommended –

- (1) That the report be noted and the Terms of Reference contained in Appendix A to Document “A” be adopted.**
- (2) That Members agree which appointments are made for an initial two year period (see 9.2 of Terms of Reference attached at Appendix A to Document “A”).**

(Rodney Barton – 01274 432317)

4. **WEST YORKSHIRE PENSION FUND CONFLICT OF INTERESTS POLICY**

The Director, West Yorkshire Pension Fund, will present a report, (**Document “B”**) which introduces West Yorkshire Pension Fund Conflict of Interest Policy.

Recommended –

That the Conflict of Interest Policy, contained at Appendix A to Document “B” and the introduction of the Register of Interests be noted.

(Rodney Barton – 01274 432317)

5. **PENSION BOARD KNOWLEDGE AND UNDERSTANDING FRAMEWORK**

In accordance with the Pensions Act every individual who is a member of a Pension Board must be conversant with the rules of the Local Government Pension Scheme (LGPS).

The report of the Director, West Yorkshire Pension Fund, (**Document “C”**) provides a policy on how the Pension Board will achieve the required Knowledge and Understanding and how this will be maintained.

Recommended –

- (1) That the Board consider the draft Knowledge and Understanding Framework, contained at Appendix “A” to Document “C” and subject to any amendments, adopt the Framework**



- (2) That Members of the board note and agree to undertake the Pension Regulators Toolkit Training, as well as any further training identified upon completion of the Pension Knowledge and Understanding training analysis contained at Appendix 2 of the Knowledge and Understanding Framework.

(Rodney Barton – 01274 432317)

6. REPORTING BREACHES PROCEDURE

In accordance with the Pensions Act certain individuals are required to report breaches of law to the Pension Regulator.

The Director, West Yorkshire Pension Fund, will present a report, (**Document “D”**) which introduces the West Yorkshire Pension Fund Reporting Breaches Procedure.

Recommended –

That the report be noted and the West Yorkshire Pension Fund reporting Breaches Procedure, contained at Appendix A to Document “D”, be adopted.

(Rodney Barton – 01274 432317)

7. WORK PROGRAMME 2015/16

The report of the Director, West Yorkshire Pension Fund, (**Document “E”**) provides an initial work programme for 2015/16 for the approval of Members.

Recommended –

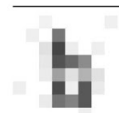
- (1) That Members consider the extract from the guidance issued by the Shadow Scheme advisory board “Examples of a Pension Board remit” contained at Appendix A to Document “E”.
- (2) That the areas shown in Appendix B to Document “E” be approved as an initial work programme for 2015/16 with further areas to be added as agreed by Members.
- (3) That the request from the Governance and Audit Committee 26th June 2015 with regard to the Audit strategy memorandum 2014/15 that:
 - The Pension Board be requested to seek assurances that arrangements for managing unquoted investments are adequate and report back to Governance and Audit Committee

be noted.

(Rodney Barton – 01274 432317)

8. TRAINING, CONFERENCES, SEMINARS AND FUTURE PENSION BOARD MEETINGS

The training of Pension Board members to understand their responsibilities and the issues they are dealing with is a very high priority. The report of the Director, West Yorkshire Pension Fund, (Document “F”) provides details of training courses, conferences and seminars which may assist Board Members. Full details about each event will be available at the meeting for anyone interested.



Recommended –

- (1) That Members give consideration to attending the training courses set out in Document “F”.**
- (2) That the dates of future meetings and other events reported in Document “F” be noted.**

(Rodney Barton – 01274 432317)

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THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER

