

Agenda for a meeting of the West Yorkshire Pension Fund Pension Board to be held on Wednesday, 19 April 2017 at 10.00 am in Aldermanbury House, Godwin Street, Bradford BD1 2ST

Members of the Committee

Employer Representatives	Member Representatives
Councillor M Slater (Chair) – Bradford	Mr G Nesbitt – GMB
Councillor G Hyde – Leeds	Mr M Binks – Unison
Councillor M Isherwood – Wakefield	Mr C Sykes – Unison
Mr J Morrison - Employer	Mr M Morris - Unite

Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- 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.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

From: **To:**

Parveen Akhtar
City Solicitor
Agenda Contact: Jane Lythgow
Phone: 01274 432270
E-Mail: jane.lythgow@bradford.gov.uk



A. PROCEDURAL ITEMS

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:

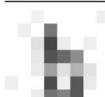
- (1) *Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary 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. MINUTES

Recommended –

That the minutes of the meeting held on 8 October 2015 and 9 November 2016 be signed as a correct record (previously circulated).

(Jane Lythgow – 01274 432270)



3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

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 Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is 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)

B. BUSINESS ITEMS

4. REVIEW OF PENSION BOARD POLICIES

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Under the Public Service Pensions Act 2013 and the guidance that followed the Pension Board is required to produce and maintain a number of key policy documents. These policy documents are brought to the Board every two years and the last review of these policies was in September 2015. The report of the Director, West Yorkshire Pension Fund (Document "J") presents the latest version of these policies for them to be formally endorsed by the Board.

Recommended –

That the policies contained in Appendices A, B, C and D to Document "J" be agreed and that the report be noted.

(Rodney Barton – 01274 432317)

5. WEST YORKSHIRE PENSION FUND (WYPF) JOINT ADVISORY GROUP MINUTES 26 JANUARY 2017

39 - 50

The report of the Director, West Yorkshire Pension Fund, (Document "K") reminds Members that the role of The Pension Board, as defined by sections 5(1) and (2) of the Public Service Pensions Act 2013 is to assist the Council as Scheme Manager in ensuring the effective and efficient governance and administration of the Local Government Pension Scheme (LGPS) including securing compliance with the LGPS regulations and any other legislation relating to the governance and administration of the LGPS; securing compliance with the requirements imposed in relation to the LGPS by the Pensions



Regulator; and any other such matters as the LGPS regulations may specify.

The Minutes of meeting of WYPF Joint Advisory Group are submitted to the Pension Board to enable the Board to ensure effective and efficient governance and administration of the LGPS.

Recommended –

That the minutes of the meeting of the West Yorkshire Pension Fund Joint Advisory Group meeting held on 26 January 2017 be reviewed.

(Rodney Barton – 01274 432317)

6. PENSIONS REGULATOR'S CODE OF PRACTICE AND REGISTER OF BREACHES OF THE LAW 51 - 136

The Director, West Yorkshire Pension Fund, will present **Document "L"** which reports that In accordance with the Public Service Pensions Act 2013, from April 2015 all Public Service Pension Schemes come under the remit of the Pensions Regulator.

The Pension Regulator issued Code of Practice No. 14 – Governance and administration of public service pension schemes in April 2015. An initial review of WYPF compliance with the Pensions Regulator code of practice was undertaken by the Funds actuary, Aon Hewitt, in 2016.

One of the requirements of the Pension Regulator is that each pension fund should have a Breaches Procedure. In accordance with WYPF's Breaches Procedure a Register of Breaches is maintained.

Recommended –

- 1. That the summary of results of WYPF compliance against the Pensions Regulator's Code of Practice, contained in Document "L" be noted.**
- 2. That all entries and actions taken as shown on the Register of Breaches contained in Document "L" be noted.**

(Caroline Blackburn – 01274 434523)

7. ACTUARIAL VALUATION 2016 137 - 142

The report of the Director, West Yorkshire Pension Fund, (**Document "M"**) advises Members that the triennial actuarial valuation of the West Yorkshire Pension Fund (WYPF) had been prepared based on the situation at 31 March 2016, and had determined the level of employers' contributions for the period 1 April 2017 to 31 March 2020.

The results of the valuation were that WYPF is 94% funded, compared to the situation at 31 March 2013 when it was 96% funded.

As a result each of the five District Councils will see an increase in the total of



their primary and secondary (deficit) contributions of less than 2% (based on the theoretical contributions 17/18).

Recommended –

That the report be noted.

(Caroline Blackburn – 01274 2317)

8. UPDATE ON THE GUARANTEED MINIMUM PENSION (GMP) RECONCILIATION EXERCISE 143 -
144

The report of the Director, West Yorkshire Pension Fund, (**Document “N”**) advises Members that the Guaranteed Minimum Pension (GMP) Reconciliation Exercise, is to wind up the contracted out element link between the LGPS (Local Government Pension Scheme) and the SERP's (State Earnings Related Pension Scheme) which affected members with service between 6 April 1978 and 5 April 1997.

The reconciliation process is designed to allocate all GMP liabilities to the correct Fund before the deadline in 2018, after which, the relevant Fund that holds the record will be liable for pension inflation increases.

The amount of the GMP will contribute towards the calculation of the members' benefits in the New State Pension system and this began on 6 April 2016.

Recommended –

That the update in Document “N” be noted and the potential additional workloads anticipated from this exercise be acknowledged.

(Grace Kitchen – 01274 434266)

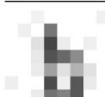
9. WEST YORKSHIRE PENSION FUND FIVE YEAR INTERNAL AUDIT PLAN 2017/2012/22 145 -
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The report of the Director, West Yorkshire Pension Fund (WYPF) (**Document “O”**) presents the WYPF five year internal audit plan 2017/18 to 2021/22. The internal audit plan is updated annually, using a five year planning horizon. Regular meetings are held with CBMDC Internal Audit Team to plan every year. Officers also meet before each audit to review audit scope, business and operational risks, post audit we meet to agree internal audit recommendations, and provide updates on implementation of recommendations.

Recommended –

That the five year internal audit plan be noted by the Local Pension Board.

(Ola Ajala - 01274 434534)



10.	TRAINING, CONFERENCES AND SEMINARS	151 - 154
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The Director, West Yorkshire Pension Fund, will present a report (**Document “P”**) which informs Members that their training to understand their responsibilities and the issues they are dealing with is a very high priority. Details of training courses, conferences and seminars listed may assist Board Members.

Recommended –

That consideration be given to attendance to the training events contained in Document “P”.

(Caroline Blackburn – 01274 434523)

11.	EXCLUSION OF THE PUBLIC
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Members are asked to consider if the item relating to the West Yorkshire Pension Fund Investment Advisory Panel should be considered in the absence of the public and, if so, to approve the following recommendation:

Recommended –

That the public be excluded from the meeting during the consideration of the item relating to minutes of the West Yorkshire Pension Fund Investment Advisory Panel meetings held on 3 November 2016 and 26 January 2017 because information would be disclosed which is considered to be exempt information within paragraph 3 (Financial or Business Affairs) of Schedule 12A of the Local Government Act 1972 (as amended).

It is considered that, in all the circumstances, the public interest in maintaining this exemption outweighs the public interest in disclosing this information as it is in the overriding interest of proper administration that Members are made aware of the financial implications of any decision without prejudicing the financial position of the West Yorkshire Pension Fund.

12.	MINUTES OF THE WEST YORKSHIRE PENSION FUND (WYPF) INVESTMENT ADVISORY PANEL HELD ON 3 NOVEMBER 2016 AND 26 JANUARY 2017
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The report of the Director, West Yorkshire Pension Fund, (**Not for Publication Document “Q”**) reminds Members that the role of the Pension Board, as defined by sections 5(1) and (2) of the Public Service Pensions Act 2013 is to assist the Council as Scheme Manager in ensuring the effective and efficient governance and administration of the Local Government Pension scheme (LGPS) including securing compliance with the LGPS regulations and any other legislation relating to the governance and administration of the LGPS; securing compliance with the requirements imposed in relation



to the LGPS by the Pensions Regulator; and any other such matters as the LGPS regulations may specify.

The Minutes of meeting of WYPF Investment Advisory Panel are submitted to the Pension Board to enable the Board to ensure effective and efficient governance and administration of the LGPS.

Recommended –

Members are requested to review the Not for Publication minutes appended to NFP Document “Q”.

(Rodney Barton – 01274 432317)

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

