

County Buildings, Stafford
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Pensions Board

Friday, 9 December 2016

1.00 pm

Drawing Room, Judges House, County Buildings, Martin Street , Stafford, ST16 2LH

John Tradewell
Director of Strategy, Governance and Change
1 December 2016

A G E N D A

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes of the meeting held on 21 October 2016** (Pages 1 - 2)
4. **Matters Arising from:**
 - Pensions Committee – Minutes of meeting held on 21 October 2016 (including the minutes of the meeting of the Pensions Panel held on 19 July and 8 September 2016)
 - Pensions Committee – Meeting on 9 December 2016
5. **Data Protection - Training**
6. **Dates of Future Meetings**
 - Friday, 17 March 2017 at 1:00 pm

7 Exclusion of the Public

The Chairman to move:-

‘That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) indicated below’.

PART TWO

(All reports in this section are on pink paper)

8. **Exempt Minutes of the Meeting held on 21 October 2016** (Pages 3 - 4)
(Exemption paragraph 3)
9. **Exempt Matters Arising from:**
(Exemption paragraph 3)
- Pensions Committee – Minutes of meeting held on 21 October 2016 (including the minutes of the meeting of the Pensions Panel held on 19 July and 8 September 2016)
 - Pensions Committee – Meeting on 9 December 2016

Membership	
Gordon Alcott	Tim Legge
Corrina Bradley	Vacancy
Ian Jenkinson	Christina Washington

Note for Members of the Press and Public

Filming of Meetings

The Open (public) section of this meeting may be filmed for live or later broadcasting or other use, and, if you are at the meeting, you may be filmed, and are deemed to have agreed to being filmed and to the use of the recording for broadcast and/or other purposes.

Recording by Press and Public

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.

Minutes of the Pensions Board Meeting held on 21 October 2016

Present:

Gordon Alcott
Corrina Bradley

Ian Jenkinson
Christina Washington

PART ONE

13. Apologies

Apologies had been received from Tim Legge

14. Declarations of Interest

There were no declarations of interest for this meeting

15. Minutes of the Meeting held on 15 July 2016

The minutes of the previous meeting were signed as a correct record.

A discussion took place regarding the training plan for Board members and the trustee toolkit on the Pensions Regulator website. The Board members were required to ensure that they have undertaken sufficient training to fulfil their role and it had been agreed that they would complete the toolkit as a part of this. It was agreed that Board members would provide a progress update in December followed by proof of completion of the toolkit to the 17 March 2017 Board meeting.

16. Pensions Committee and Pensions Panel - Matters Arising

The Board receive background papers to previous meetings of the Pensions Committee and Pensions Panel to aid them in their scrutiny of the governance and administration of the Staffordshire Pension Fund. Recent meetings had been observed by Board representatives. There were no issues of concern reported.

Reference was made to the vacancy on the Board for a Trade Union representative. The administration team had made contact with the Trade Unions to ask for nominations and would update the Board when they received a response. The Chairman was keen to ensure full membership at the earliest possible date.

17. Dates of Future Meetings

The dates of future meetings were agreed as follows:

- Friday 9 December 2016
- Friday 17 March 2017

The Board was informed that Lian Stibbs, Access Manager, had been invited to the next meeting to provide training on Freedom of Information requests and Data Protection, as the Board were required to have knowledge of both.

Aon Hewitt, had recently carried out an independent health check of the Staffordshire Pension Fund's arrangements to ensure compliance with Code of Practice 13 in line with the requirements of the Pensions Regulator. Officers had received the preliminary results which were positive. The full results together with an action plan would be presented at a future meeting of the Pensions Committee and Pensions Board. The administration team and Board members had received a self-assessment questionnaire from the Pensions Regulator and the results of this had also been positive.

18. Exclusion of the Public

RESOLVED - That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of schedule 12A of the Local Government Act 1972 indicated below:

19. Pensions Committee and Pensions Panel - Exempt Matters Arising (exemption paragraph 3)

20. Internal Audit Report - Matters Arising (exemption paragraph 3)

Chairman

Documents referred to in these minutes as Schedules are not appended, but will be attached to the signed copy of the Minutes of the meeting. Copies, or specific information contained in them, may be available on request.

Not for publication by virtue of paragraph(s) 3
of Part 1 of Schedule 12A
of the Local Government Act 1972

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