

Tony Kershaw
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18 February 2020

Pension Advisory Board

A meeting of the committee will be held at **9.30 am** on **Wednesday, 26 February 2020** at **County Hall, Chichester, PO19 1RQ**.

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Agenda

Part I

1. **Declarations of Interests and Conflicts**

Members and officers must declare any pecuniary or personal interest, or any potential conflicts of interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt, contact Democratic Services before the meeting.

2. **Part I Minutes of the last meeting** (Pages 5 - 12)

The Board is asked to agree the Part I minutes of the meeting of the Board held on 20 November 2019 (cream paper).

3. **Urgent Matters**

Items not on the agenda, which the Chairman of the meeting is of the opinion, should be considered as a matter of urgency by reason of special circumstances.

4. **Part II Matters**

Members are asked to indicate at this stage if they wish the meeting to consider bringing into Part I any items on the Part II agenda.

5. **Terms of Reference** (Pages 13 - 20)

The Board is asked to note the Terms of Reference for the Pension Advisory Board that were changed following approval from full Council on 17 December 2019.

6. **Progress Report** (Pages 21 - 22)

This report contains updates on matters arising from previous meetings.

The Board is asked to note the report and the progress on actions.

7. **Pensions Panel Minutes - Part I**

The Board is asked to note the confirmed Part I minutes from the meeting of the Pensions Panel on 25 October 2019 and the agenda from the meeting of the Pensions Panel on 27 January 2020.

(a) **25 October 2019 - Part I Pensions Panel Minutes** (Pages 23 - 30)

(b) **27 January 2020 - Pensions Panel Agenda** (Pages 31 - 34)

8. **Business Plan Update** (Pages 35 - 70)

Report by the Chairman of the Pension Advisory Board.

The Board is asked to note the recommendations in the report.

9. **Regulations and Guidance update** (Pages 71 - 92)

Report by the Chairman of the Pension Advisory Board.

The Board is asked to note the current issues relating to Scheme Regulations and Guidance.

10. **Governance Reviews and Surveys** (Pages 93 - 94)

Report by the Chairman of the Pension Advisory Board.

The Board is asked to note the recommendations in the report.

11. **Review of Pension Fund Policy Documents** (Pages 95 - 148)

Report by Director of Finance and Support Services.

The Board is asked to note the register of policy documents and provide feedback on the policies presented at the meeting.

12. **Administration procedures and performance** (Pages 149 - 160)

The Board is asked to consider the following report by the Director of Finance and Support Services which went to the Pensions Panel on 27 January 2020.

The Board is asked to note the report and confirm any further information that they require.

13. **Communication Strategy** (Pages 161 - 166)

Report by Director of Finance and Support Services.

The Board is asked to consider the recommendations within the report.

14. **Training** (Pages 167 - 168)

The Board is asked to review the training log.

15. **Date of Next Meeting**

The next meeting of the Board will be held at 9.30 am on 12 June 2020.

Part II

16. **Exclusion of Press and Public**

The Board is asked to consider in respect of the following item(s) whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Part I of Schedule 12A of the Local Government Act 1972, as indicated below, and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

Exempt: paragraph 3, financial or business affairs of any person (including the authority).

17. **Part II Minutes of the last meeting** (Pages 169 - 170)

The Board is asked to agree the Part II minutes of the meeting of the Board held on 20 November 2019 (yellow paper).

18. **Pensions Panel Minutes – Part II** (Pages 171 - 176)

The Board is asked to note the confirmed Part II minutes from the meeting of the Pensions Panel on 25 October 2019 (yellow paper).

19. **ACCESS Update** (Pages 177 - 196)

The Board is asked to note the following report which went to the Pensions Panel on 27 January 2020.

Report by Director of Finance and Support Services attached for members of the Board only (yellow paper).

To all members of the Pension Advisory Board