

Introduction:

This log captures the actions arising from the Cambridgeshire Local Pension Board and will form an outstanding action update from meetings of the Committee to update Members on the progress on compliance in delivering the necessary actions.

This is the updated action log as at 9th February 2018.

Minute No.	Report Title	Action to be taken by	Action	Comments	Status	Date for completion
Minutes of 27 October 2017						
4.	Minutes	Joanne Walton	<p>Circulate draft of next edition of 'Pensioner Matters' to Board members by email for comment.</p> <p>Check the accuracy of contact phone number on pension pay slip</p>	The Employers Team have been made aware that the communication needs to be circulated to the Local Pension Board for review prior to being sent for publication.	In progress	Spring 2018
4.	Minutes	Joanne Walton	The forward agenda plan to be a standing item on each Board agenda	Included for February 2018 and will be on the agenda going forward	Completed	

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5.	Review of Terms of Reference and Standing Orders	Michelle Rowe/ Quentin Baker	Revise Standing Order 2 to require that either or both the Chairman/ woman and Vice-Chairman/woman, or a substitute Board member from the same side (i.e. employer or scheme member representative), would be present at interviews to recruit members of the Board	The revisions of Standing Orders 2 and 11 have been incorporated into the Constitution under the Monitoring Officer's delegated powers.	Completed	
5.	Review of Terms of Reference and Standing Orders	Michelle Rowe/ Quentin Baker	Revise Standing Order 11 to delete '(another councillor)'	See above	Completed	
5.	Review of Terms of Reference and Standing Orders	Michelle Oakensen	Email draft agenda to Chairman for agreement prior to each meeting	Agenda items sent to the Chairman of the Local Pension Board for February's meeting and will continue for future meetings	Completed	
6.	Governance and Legislation Report	Cllr King/ Mark Whitby	Send letter to DCLG expressing Board's disquiet at the lack of guidance on paying pensions to cohabiting partners where the pensioner died between 2008 and 2014 without having completed a nomination form naming the cohabiting partner	No longer required pending the outcome of the Elmes v Essex case. The case was heard on 18 January. The outcome is in the Governance and Legislation Report.	Not required	
6.	Governance and Legislation Report	Mark Whitby	Include PFB's concerns at effect of exit cap on employees in response to forthcoming consultation on the issue	Officers would respond to the consultation at the appropriate time.	In progress	Upon release of the consultation

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6.	Governance and Legislation Report	Mark Whitby	Arrange Local Pension Board Liability Insurance for Board members, to be in place by 16 February 2018	Agreed in principal, awaiting confirmation of the proportionate costs which are to be split between the County Council and the Pension Fund.	In progress	
6.	Governance and Legislation Report	Michelle Oakensen	Re-send link to training needs analysis to Board members and give guidance on which training events to attend	Training needs analysis link was sent to all members who hadn't already completed the exercise on 30 October 2017 with a deadline for completion of the 20 November 2017.	Completed	
12.	General Data Protection Regulations		The GDPR to be a standing item on the Board's agenda	All future meetings to have a GDPR item on the agenda until further notice.	Completed	