

## 1. **PENSIONS SUB-COMMITTEE**

### 1.1. Committee Membership 2021/22

<b>Councillors</b>	<b>Substitute Members</b>
Paul Convery (Chair)	Jenny Kay
Satnam Gill OBE (Vice-Chair)	
Michael O'Sullivan	
(vacancy)	

#### Terms of Reference

1. To consider policy matters in relation to the pension scheme, including the policy in relation to early retirements.
2. To administer all matters concerning the Council's pension investments in accordance with the law and Council policy.
3. To establish a strategy for disposition of the pension investment portfolio.
4. To determine the delegation of powers of management of the fund and to set boundaries for the managers' discretion.
5. To review the investments made by the investment managers and from time to time consider the desirability of continuing or terminating the appointment of the investment managers. (Note: The allocation of resources to the Pension Fund is a function of the Executive).
6. To consider the overall solvency of the Pension Fund, including assets and liabilities and to make appropriate recommendations to the Executive regarding the allocation of resources to the Pension Fund.
7. The Chair of the Pensions Sub-Committee will represent Islington Council at shareholder meetings of the London Collective Investment Vehicle (London LGPS CIV Limited). In the absence of the Chair, a deputy may attend.
8. Members of the Pensions Board shall be invited to attend meetings of the Sub-Committee as observers.

### 1.2 Quorum

The quorum for the Pensions Sub-Committee is 2 elected members.

### 1.3 Future Meeting Dates

Listed below are the dates of the meetings for 2021/22:

21 June 2021  
14 September 2021  
23 November 2021  
8 March 2022

The date for the Pensions AGM 2021 is to be confirmed.

## 2.. **PERSONNEL SUB-COMMITTEE**

### 2.1 Committee Membership 2021/22

#### **Composition**

The Audit Committee will appoint members and substitutes to the Personnel Sub-Committee and appoint the Chair. Members of the committee will be the Leader of the Council, the Executive Member with responsibility for Human Resources, and three ordinary member positions. One of the ordinary committee members will be the appointed Chair. All other Executive Members will be appointed to act as substitutes for the Committee, with the relevant Executive Member joining the Committee depending on the appointment being made. There will also be 5 ordinary member substitutes, one of whom will be the Chair of Audit Committee.

If a member of the committee cannot attend a meeting, they will arrange for a substitute to attend. Substitutes should be selected bearing in mind that the committee should be broadly representative of the Council.

When an appointment is to a post employed jointly by the Council and another organisation, such as the National Health Service, membership of the committee may be increased to include a relevant representative of that organisation as a co-opted non-voting member subject to the agreement of the Personnel Sub-Committee Chair.

<b>Councillors</b>	<b>Substitute Members</b>
Anjna Khurana (Chair)	All other Executive members
Kaya Comer-Schwartz	Sheila Chapman
Satnam Gill OBE	Paul Convery
Janet Burgess	Jenny Kay
Troy Gallagher	Martin Klute

## **Quorum**

The quorum shall be three members.

## **Terms of Reference**

1. Responsibility for and monitoring of, the Council's health and safety policies as employer, including reports on health and safety within Council departments.
2. To approve the early retirement of the Chief Executive and to agree the award of any discretionary payments in connection with such retirement or redundancy.
3. To approve any payment to an officer on termination of employment in respect of redundancy entitlement, any payment under the Local Government (Early Termination of Employment) Discretionary Compensation Regulations and notice pay in respect of termination in the interests of the efficient exercise of the Authority's functions, which exceeds £100,000 in total.
4. To be responsible for the recruitment and appointment of Corporate Directors and Service Directors in accordance with Part 4, Rule 101.
5. To agree the starting salary for any post where the overall remuneration package on new appointment (excluding pension contributions in accordance with the Local Government Pension Scheme regulations) is to exceed £100k
6. To hear representations in respect of the termination of a Corporate Director's employment in accordance with the JNC terms and conditions of employment.
7. To appoint Independent Persons to carry out the functions in Section 28 of the Localism Act and other functions assigned to the Independent Persons
8. To receive submissions from trades unions' representatives on agenda items concerning staff terms and conditions.
9. To make recommendations to Council on the appointment of the Chief Executive.

10. To make recommendations to Council on the appointment of independent persons to serve on the Standards Committee and Audit Committee.
11. To receive notification when any member of staff performing a role appointed by Personnel Sub Committee leaves their position or gives notice that they are leaving and to agree a timeline for recruitment, if applicable.

#### 2.4 Meeting arrangements

The quorum for the Personnel Sub-Committee is 3 elected members. Meetings for the municipal year 2021/22 will be arranged as required.

### **3. Pensions Board**

#### **3.1 Terms of Reference**

1. To assist the London Borough of Islington as scheme manager in securing compliance with:
  - a. the Local Government Pension Scheme Regulations 2013;
  - b. any other legislation relating to the governance and administration of the Local Government Pension Fund Scheme (LGPS);
  - c. requirements imposed by the Pensions Regulator in respect of the LGPS;
  - d. such other matters as the LGPS regulations may specify
2. To assist the London Borough of Islington in securing the effective and efficient governance and administration of the scheme;
3. To consider cases that have been referred to the Pension Regulator and/or the Pension Ombudsman; recommending changes to processes, training and/or guidance where necessary;
4. To produce an annual report outlining the work of the Board throughout the financial year.
5. To make recommendations to the Pension Sub-Committee.

#### **Composition**

The membership of the Board shall consist of:

- 3 Islington Council Pension Fund employer representatives
- 3 Islington Council Pension Fund member representatives
- 1 independent member (non-voting)

No substitutes are permitted, with the exception of the member of the Board who is appointed to represent pensioner members of the LGPS

All members of the Board shall be appointed by full Council or its Audit Committee which shall also appoint a chair from among the members of the Board.

Any person who is applying for or appointed as a member of the Pension Board must provide the Scheme Manager with such information as and when the Scheme Manager requires to ensure that any member of the Board or person to be appointed to the Board does not have a conflict of interest.

No officer or elected member of the Council who is responsible for the discharge of any function in relation to the LGPS.

Members of the Pension Sub-Committee shall be invited to attend meetings of the Board as observers.

**Meeting Dates 2021/22:**

21 June 2021  
14 September 2021  
23 November 2021  
8 March 2022

The date for the Pensions AGM 2021 is to be confirmed.