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Meeting of the HSC Pension Scheme Pension Board – Castle Buildings Wednesday 16 September 2015

In Attendance:

Deborah McNeilly	DHSSPS - Chairperson
Joyce Cairns (JC)	DHSSPS – Workforce Policy Directorate
Phil McCusker (PMC)	DHSSPS – Pension Policy and Legislation
Russell McGowan	DHSSPS – (Secretariat)
Martin Bradley (MB)	HSC Pension Service
Heather Dougherty (HD)	HSC Pension Service
Roberta Magee (RM)	Unison
Kevin McCabe (KMcC)	Nipsa
Mary Caddell (MC)	RCM
Dr Padhriac Conneally (PC)	BMA
Kieran Donaghy (KD)	Southern HSC Trust
Hugh McPoland (HMCP)	BSO
Paul Cummings (PC)	HSC Board
Ann McConnell (AMcC)	Western HSC Trust
Damian McAlister (DMcA)	Belfast HSC Trust

Apologies:

Olivia Buckley Unite

1. Welcome / Introductions / Apologies

The Chairperson welcomed representatives and conveyed apologies received.

2. Matters Discussed / Action Points

Appointment of Pension Board Independent Chair

Board members were informed that due to the work pressures within the Public Appointments Unit it was likely to be the new year before an independent chair would be appointed.

Terms of Reference (TOR)

Members briefly discussed the draft TOR provided and agreed to consider and provide comments to the secretariat by 15 October 2015.

ACTION POINT 1: Secretariat to issue electronic TOR and 2015 Scheme Accounts to Board Members

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ACTION POINT 2: DHSSPS Pension Policy Unit to clarify the roles of scheme manager / responsible authority within the TOR

Employers Charter

It was agreed the HSC Pension Service Employer's Charter should be updated detailing the HSC Trust liaison officers.

ACTION POINT: MB to update Employers Charter

Member Communication

It was accepted that scheme member communication is a responsibility for employers with central support provided by the HSC Pension Service and DHSSPS.

ACTION POINT: MB to provide the Board with the HSC Pension Service communication strategy

'Choice 2' Exercise

MB explained the rationale for the Choice 2 exercise detailing the member communication HSC Pension Service would be providing. He confirmed that Choice 2 would take place in late October/Early November 2015 with 30,000 members affected.

ACTION POINT: MB to provide Board members with the Choice 2 communication material and consider rolling out the Choice 2 exercise in stages and issuing the original 2009 figures to all eligible members

Actuarial Reduction Calculator / Factors

AMcC raised the need for an actuarial reduction calculator to assist members involved in the Choice 2 exercise and highlighted a difference between two sets of published actuarial reduction factors.

ACTION POINT: MB to consider the option of an online calculator and confirm the actuarial reduction factors

Protection Opt-Out Exercise

MB explained the purpose and rationale for the exercise and confirmed 329 scheme members will be affected.

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ACTION POINT: MB to check whether participating members could be categorised by Trust

Board Member Training

A number of options were considered as to how best to deliver training including participating in training seminars provided by Staff Side in October. It was agreed that a training day be arranged for Waterside House in mid to late November 2015.

ACTION POINT 1: Secretariat to arrange date and venue for training day in November

ACTION POINT 2: KMcA to check if employer representatives can attend training sessions arranged by staff side on 5 and 12 October

Future Agenda

It was agreed that training should remain on future agendas and that the GMP reconciliation exercise be included as an item for the next meeting. HSC Pension Service to provide a quarterly report for future meetings.

ACTION POINT 1: MB to provide a quarterly report for consideration at the next meeting

3. Schedule of Future Meetings

The date of future meetings are scheduled as follows:-

- **21 January 2016**
- **28 April 2016**
- **28 July 2016**
- **27 October 2016**

The venue for future meetings will be confirmed in due course.