1. **Apologies for Absence**

   The Chair noted that with apologies had been received from Carolan Dobson; Trustee Member.

2. **Declaration of interest**

   Following enquiry from the Chair, there were no new declarations of interest.

3. **Principal Matters for Decision**

   3.1 **Publication of the Prior Information Notice and Procurement Discussion Note**

   The Chief Customer Officer introduced the report, which sought Governing Body approval for the publication of the Prior Information Notice (‘PIN’) and Procurement Discussion Note (‘PDN’) related to the procurement of Scheme Administration Services for NEST, via the e-tendering platform Bravo. It was noted that the PIN was an advance notification in the Official Journal of the EU (‘OJEU’) of a potential procurement, and the PDN contained contextual information about NEST and the future scheme administration services. The papers were NOTED by members of the Governing Body.

   Governing Body members discussed the detail of the documents presented and provided comments. There was discussion on the process and next steps.

   Following further discussion, and subject to the amendment of the PIN and PDN based on the discussions at this meeting, the Governing Body RESOLVED to APPROVE:

   i. the issuance of the Prior Information Notice (PIN) for the procurement of NEST Scheme Administration Services in the Official Journal of the European Union (OJEU);

   ii. the issuance of the accompanying Procurement Discussion Note (PDN) in the NEST e-tendering portal, Bravo; and

   iii. the delegation to the NEST Chair; Otto Thoresen, and the CEO; Helen Dean, the approval of the final version of both the PIN and PDN to incorporate comments from this meeting, and any necessary final drafting amendments.

   The final approved documents would be circulated by email ahead of publication.

4. **Any Other Business**
Confidential

Following enquiry from the Chair, no Trustee Member or anyone present had any other business they wished to raise or discuss.

5. **Date of the Next Meeting**

Governing Body members noted that the next meeting was scheduled for 22 May 2018.

With no further business to discuss, the Chair closed the meeting.