

Minutes

PENSION FUND COMMITTEE

**MINUTES OF THE MEETING OF THE PENSION FUND COMMITTEE HELD ON THURSDAY
24 MAY 2018, IN MEZZANINE ROOM 3 - COUNTY HALL, AYLESBURY, COMMENCING AT
2.13PM AND CONCLUDING AT 4.30PM.**

MEMBERS PRESENT

Mr J Chilver, Mr C Harriss, Mr D Martin, Mr M Barber, Mr J Gladwin and Mr N Miles

OTHERS PRESENT

Carolyn Dobson, Independent Adviser
Julie Edwards, Pensions and Investments Manager
Matthew Passey, Mercer Investment Consulting
Anne-Marie Kenward, Committee Assistant

From item 15 onwards
Dawn Turner, Brunel Pension Partnership
Chris Crozier, Brunel Pension Partnership
Helen Price, Brunel Pension Partnership

AGENDA ITEM

1. ELECTION OF CHAIRMAN

Mr D Martin nominated Mr J Chilver to continue as Chairman. This was seconded by Mr M Barber. No other nominations were received.

RESOLVED

Mr Chilver to be elected as Chairman of the Committee for the ensuing year.

2. APPOINTMENT OF VICE-CHAIRMAN

Mr Chilver appointed Mr Martin as his Vice - Chairman

RESOLVED

Mr Martin appointed as vice-chair for the ensuing year.

3. APOLOGIES FOR ABSENCE / CHANGES IN MEMBERSHIP

Apologies were received from Mr T Butcher, Ms A Cranmer and Mr M Preston.

The Chairman also noted Mr N Hussain had been nominated to replace Mr S Lambert as the opposition representative.

4. DECLARATIONS OF INTEREST

There were none

5. MINUTES

Minutes of the Pension Fund Committee meeting held on 01 March 2018 were agreed as a correct record.

6. BUCKINGHAMSHIRE PENSION BOARD MINUTES

Minutes of the Buckinghamshire Pension Board meeting held on 14 March 2018 were agreed as a correct record.

It was noted that item 6 - Annual Review of Buckinghamshire Pension Board, was in draft form at the time of the Board meeting. It had since been submitted to Members and sent back to Officers with comments.

7. EXTERNAL AUDIT PLAN

Discussion of report circulated with the agenda.

The report covered the year ending 31 March 2018. Ms J Edwards confirmed that the 3 key risks identified were:

- Management over-ride of controls
- The valuation of Level 3 investments was incorrect
- Change in custodian

Ms Edwards confirmed the final report would be available for the next meeting on 20 July 2018, meaning it could be signed off by this Committee ahead of the next Reg and Audit Select Committee on 21 July. The statutory date for sign off was 31 July.

8. ANNUAL ACCOUNTS

Ms Edwards explained that the report presented at this meeting was still in draft due to delays caused by the change in custodian.

Questions and comments

- With reference to page 13 of the report, Mr J Gladwin asked why there appeared to be a significant switch away from the UK public sector to overseas funds. He had no recollection of a shift in investment policy being agreed. Agreed Ms Edwards and Mr M Passey would investigate this further.

ACTION
Ms Edwards and Mr Passey by July

- With reference to page 24 of the report, there was discussion regarding tax exemption on income from the USA. Mr Slaughter agreed to seek further information on the matter

ACTION
Mr Slaughter

- With reference to page 24/25 of the report, Ms Edwards confirmed that a full valuation of Member data was carried out every 3 years with estimates used in the interim. The Chairman agreed Mr Gladwin's request that the paragraph be re-written to clarify the use of estimated data.

ACTION
Ms Edwards

- With reference to page 27 of the report, Mr Gladwin asked for clarification around the dates used for Clerical Medical. Ms Edwards explained that Clerical Medical used a November-October accounting year and would only supply data on that basis. Therefore figures given were a mixture of comparable data for Clerical Medical and actual data from 7 May 2017 onwards when the fund was transferred to Scottish Widows. Ms Edwards agreed to include a brief paragraph to this effect in the final report.

ACTION
Ms Edwards

- With reference to the list of Scheduled Bodies on page 28, Mr Gladwin stated that Little Kingshill and Little Missenden Schools did not appear to have any members in the Fund. This may have been correct if their members had left or they were not academy schools. Ms Edwards agreed to follow this up.

ACTION
Ms Edwards

- With reference to page 8 of the report, Mr Martin noted that on the employers side Admitted Bodies appeared to have dropped significantly. Ms Edwards would review and feedback to the Committee.

ACTION
Ms Edwards

- With reference to page 10 of report, item 8 – Investment Income, Mr Martin noted

there had been a dramatic change to the performance of index-linked securities despite no changes being requested. Ms Edwards agreed to review the situation and feedback to the Committee.

ACTION
Ms Edwards

9. PENSION FUND RISK REGISTER

Ms Edwards explained the risk register had been prepared using the Pantera risk management system for the first time and that most of the increases to risk levels were down to this.

The Chairman noted that there were several items rated at high amber but none that were red.

Ms Edwards confirmed that the plan would be reviewed again in one year.

10. FORWARD PLAN

Annual accounts would be published on 20 July ahead of the 31 July deadline, and would then be reviewed by auditors.

11. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded for the following item which is exempt by virtue of Paragraph 3 of Part 1 of Schedule 12a of the Local Government Act 1972 because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)

12. CONFIDENTIAL MINUTES

The confidential minutes of the Pension Board Committee meeting held on 01 March 2018 were agreed.

13. CONFIDENTIAL MINUTES OF THE BUCKINGHAMSHIRE PENSION BOARD

14. PENSION FUND PERFORMANCE

15. BRUNEL UPDATE/ RESPONSIBLE INVESTMENT POLICY

16. BRUNEL PORTFOLIO MAPPING

17. DATE OF NEXT MEETING

Pension Fund Committee
20 July 2018, 10am

Pension Fund Board
18 July 2018, 10am

CHAIRMAN