



## Pension Fund Committee agenda

Date: Monday 5 July 2021

Time: 10.00 am

Venue: Diamond Room, The Gateway, Gatehouse Road, Aylesbury

### Membership:

R Bagge, Mr M Barber (Thames Valley Police), T Butcher (Chairman), A Collingwood, E Gemmell, S Lambert, I Macpherson, P Marland (Milton Keynes Council) and M Walsh

Agenda Item	Page No
<b>1 Appointment of Vice Chairman</b> To appoint a Vice-Chairman for the ensuing year.	
<b>2 Apologies for Absence / Changes in Membership</b>	
<b>3 Declarations of Interest</b>	
<b>4 Minutes of the last Pension Fund Committee</b> To agree the minutes of the Pension Fund Committee, 22 April 2021.  To agree the minutes of the Pension Fund Committee, 26 May 2021 (appointment of Chairman).	<b>3 - 6</b>
<b>5 Minutes of the last Pension Fund Board</b> To note minutes of the last Pension Fund Board held 17 March 2021.	<b>7 - 16</b>
<b>6 Communication Policy Statement</b> To be presented by Claire Lewis-Smith, Pensions Administration Manager, Buckinghamshire Council.	<b>17 - 26</b>
<b>7 Administrating Authority Discretionary Policy</b> To be presented by Claire Lewis-Smith, Pensions Administration Manager, Buckinghamshire Council.	<b>To Follow</b>
<b>8 External Audit Plan</b> To be presented by Grant Thornton.	<b>To Follow</b>

<b>9</b>	<b>Draft Pension Fund Accounts</b>	<b>27 - 72</b>
	To be presented by Rachael Martinig, Pensions & Investment Accountant, Buckinghamshire Council.	
<b>10</b>	<b>Forward Plan</b>	<b>73 - 74</b>
	To be presented by Julie Edwards, Head of Pensions, Buckinghamshire Council.	
<b>11</b>	<b>Exclusion of the Press and Public</b>	
	<b>To resolve to exclude the press and public as the following item 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)</b>	
<b>12</b>	<b>Confidential minutes of the last meeting</b>	<b>75 - 78</b>
	To agree the confidential minutes of the Pension Fund Committee, 22 April 2021.	
<b>13</b>	<b>Confidential Minutes Pension Fund Board</b>	<b>79 - 82</b>
	To note the confidential minutes of the Pension Fund Board held 17 March 2021.	
<b>14</b>	<b>Pension Fund Performance</b>	<b>83 - 158</b>
	To be presented by Julie Edwards, Head of Pensions, Buckinghamshire Council.	
<b>15</b>	<b>Brunel Pension Partnership Update</b>	<b>159 - 176</b>
	To be presented by Brunel.	
<b>16</b>	<b>Investment Strategy Update</b>	<b>177 - 182</b>
	To be presented by Mercer.	
<b>17</b>	<b>Date of the next meeting</b>	
	9 September 2021, 10am	

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

For further information please contact: Anne-Marie Kenward on 01296 382236, email [democracy@buckinghamshire.gov.uk](mailto:democracy@buckinghamshire.gov.uk).



## Pension Fund Committee minutes

Minutes of the meeting of the Pension Fund Committee held on Thursday 22 April 2021 in MS Teams, commencing at 2.00 pm and concluding at 4.35 pm.

### Members present

C Adams, D Anthony, A Bacon, R Bagge, T Butcher, J Chilver and J Gladwin

### Others in attendance

C Dobson, J Edwards, R Ellis, T English, A-M Kenward, R Martinig, M Passey, M Preston, and S Taylor.

### Agenda Item

#### **1 Apologies for Absence / Changes in Membership**

Apologies were received from Mr I Thompson.

#### **2 Declarations of Interest**

There were no declarations of interest.

#### **3 Minutes of the last meeting**

Under item 7, Forward Plan, it was confirmed the deadline for approving accounts had changed from 31 July 2021 to 30 September 2021.

#### **RESOLVED**

**The minutes of the Pension Fund Committee, 25 February 2021 were AGREED as an accurate record subject to the above amendment.**

#### **4 Buckinghamshire Pension Board draft minutes**

#### **RESOLVED**

**The minutes of the Pension Fund Board held 17 March 2021 were NOTED by members of the committee.**

#### **5 Funding Strategy Statement**

Ms J Edwards, Head of Pensions, Buckinghamshire Council, referred to the report circulated with the agenda.

The Local Government Pension Scheme (LGPS) Regulations require all LGPS Administering Authorities to prepare a Funding Strategy Statement (FSS).

**RESOLVED**

**Members of the committee APPROVED the revised Funding Strategy Statement.**

**6 Forward Plan**

Ms J Edwards, Head of Pensions, Buckinghamshire Council, referred to the document circulated with the agenda.

**RESOLVED**

**Members of the committee NOTED the forward plan.**

**7 Exclusion of the Press and Public**

**8 Confidential minutes of the last meeting**

**9 Buckinghamshire Pension Board Confidential Minutes**

**10 Employer Covenant Review**

**11 Brunel Pension Partnership Update**

**12 Investment Strategy Implementation**

**13 Responsible Investment Update**

**14 Date of the next meeting**

8 July 2021, 10 am



## Pension Fund Committee minutes

Minutes of the meeting of the Pension Fund Committee held on Wednesday 26 May 2021 in Main Sports Hall, Stoke Mandeville Stadium, Guttmann Road, Aylesbury, HP21 9PP.

### Members present

R Bagge, T Butcher, A Collingwood, E Gemmell, S Lambert, A Macpherson, Z Mohammed and M Walsh

### Agenda Item

#### 1      **Apologies**

There were none.

#### 2      **Election of Chairman**

**RESOLVED**

**That Councillor Timothy Butcher be elected Chairman of the Committee for the ensuing year.**

This page is intentionally left blank



## Pension Fund Board minutes

Minutes of the meeting of the Pension Fund Board held on Wednesday 17 March 2021 in Virtual meeting via MS Teams, commencing at 10.00 am and concluding at 12.14 pm.

### Members present

B Black, P Dearden, R Ellis, S Mason, J McGovern, T Pearce and I Thompson

### Others in attendance

E Cook, M da Costa, J Edwards, C Lewis-Smith and S Price

### Apologies

L Wheaton

### Agenda Item

#### **1 Apologies**

Apologies received from Mrs L Wheaton.

#### **2 Declarations of Interest**

Ms T Pearce declared no interest regarding 95k exit cap legislation.

#### **3 Minutes of the Pension Fund Board**

**RESOLVED that the minutes of the Pension Fund Board held on 16 December 2020 be agreed.**

#### **4 Minutes of Pension Fund Committee**

It was noted that the minutes of the Pension Fund Committee held on 25 February 2021 would be circulated to members of the Board for noting once published.

#### **5 Scheme member and employer communications**

Ms M da Costa, LGPS Technical Officer, introduced the report which provided an overview of Member and Employer communications for 2020/21.

Ms M da Costa highlighted the following points:

- COVID-19 had an important influence on communications during the past year. Despite the requirement for adjustment, the digital communications agenda had continued to be promoted and a variety of digital medium for member and employer engagement had been utilised.

- With face to face meetings on hold, employer training had been conducted as webinar presentations via MS Teams Live events platform. The first presentation, 'The SLA, The PAS and Submitting information' was held on 25 January 2020. The event had a total of 41 attendees, which was the best turnout for employer training on record. The webinar was aimed at a general level to appeal to a broad cross-section of employers. 14 attendees completed feedback surveys following the webinar, the details of which were attached at appendix 1 to the report. Two subsequent events have since been held which were also well attended. There were some issues originally with logging in, but these have now been resolved and there have been no further issues.
- The employer's newsletter had been relaunched to give it a more user friendly format. The new format includes Fund and scheme updates, bitesize training, employer FAQs and special feature articles.
- In terms of members, work had been carried out to make forms and web content more accessible and digitally enabled to improve the customer experience.
- With the support of Buckinghamshire Council's graphic design team, the In-Touch pensioners newsletter had been revamped to make the overall look and feel of the publication easier to read and more visually appealing.
- Work was underway to make future improvements to the website and a new section on the website specifically for deferred members was due to be launched in April.

The following points were discussed as a result of questions/comments from members of the Board:

- Given the positive impact that holding training online had on attendance, a suggestion was made that it would be beneficial to continue to offer training online even after restrictions had been lifted.
- With regard to the inserting of digital signatures on the digital forms, members of the Board were advised that the signature has to be added digitally once the pdf document has been downloaded. Instructions on how to do this were on the website and the form as a reminder.
- It was confirmed that members of the Board would receive a copy of the new employer's newsletter. There would be an opportunity for members of the Board to raise any questions that they have on the content of the newsletter at the next Board meeting.

**RESOLVED that the report be noted.**

*Peter Dearden joined the meeting at 10.15am*

## **6 i-Connect/Pensions 'Online' Update**

Ms S Price, Assistant Pensions Administration Manager, introduced the report which provided the Board with an update on the roll-out of i-Connect to scheme employers and the 'my pension online' service for scheme members.

Ms S Price highlighted the following points:

- The online service continues to be used as standard practice for scheme members to receive communications from the Administration Team, as well as being used to update personal details and obtain pension estimates.
- Overall, 28.54% of membership of the Buckinghamshire Pension Fund were fully registered to use this service, with a further 7.09% partially registered. A breakdown between membership status was set out in a table in the report.
- There was a surge in pensioner opt outs in April last year as a result of the pensioner newsletter going out in March 2020, which confirmed that paper copies of p60s and payslips would not be sent unless the scheme member opts out of the online service. However, since then there had not been an increase in opt outs and the number of pensioner opt outs had remained around 2600.
- Targeted communications to those who have partially registered or not registered was being worked on and a letter was due to be issued to all pensioner scheme members who were partially registered or not registered.
- Through the 'my pension online' service, scheme members could run benefit calculations, update contact details and death grant nominations and view communications from the Benefit Administration Team including benefit statements and retirement packs. The table in the report provided a breakdown of the number of actions taken by scheme members between 1 October 2020 and 28 February 2021 and showed that the service was being used.
- At the end of February 2021, 122 employers had been onboarded onto i-Connect and were successfully submitting data on a monthly basis via this service, which covers approximately 25% of active scheme membership. Since then, a further 3 employers had also been onboarded.
- All employers who were not yet using i-Connect had been issued with communication confirming that they would either need to be live from 1 April 2021 or have an onboarding date agreed otherwise charges would be imposed on a monthly basis if data was submitted in an alternative format.
- The Systems team had re-started discussions with the fund's biggest employer, which had previously been put on hold. This employer accounts for approximately 35% of all active scheme membership. It was hoped that testing with 37 Academies that fall under this employer would begin shortly with the main payroll to follow.

The following points were discussed as a result of questions/comments from members of the Board:

- It was noted that the facility to update bank details on 'my pension online' was not available to members. Officers had requested that this facility be made available to members and it was hoped that this was something that would be developed in the future. At present, members could submit a letter with any bank changes by uploading it onto 'my pension online' as long as a signature was included.
- To increase the number of members registering for 'my pension online', the

team had used a number of methods to increase registration uptake including reminders in employer's newsletters and member communications. The team had also been encouraging members to register when speaking to them on the telephone.

- Following a question regarding whether there were any plans to create an app for 'my pension online', officers explained that they were not aware of any plans to create one, but that it was something that could be raised at the next review meeting. **Action: Ms S Price**
- The rational for the amount being charged to employers for not using i-connect was explained to members of the Board. Whilst it was recognised that this was not a large amount of money for the larger employers, discussions were underway with these larger employers regarding the next steps forward. The members of the Board were advised that the impact of the charge and the amount being charged would be kept under review.

**RESOLVED that the report be noted.**

## **7 Annual Review of Buckinghamshire Pension Board**

Mrs C Lewis-Smith, Pensions Administration Manager, introduced the report which reviewed the work of the Buckinghamshire Pension Board for the year 2020/21. The report provided feedback to the Board on the work undertaken during the year and meets the legislative requirement for producing the Board's Annual Report, a draft version of which was attached at Appendix 1 of the report.

Mrs C Lewis-Smith highlighted the following points:

- Attendance at meetings of the Board was higher this year with a 94% attendance rate. The move to meetings being held online might have contributed to this higher attendance rate.
- A range of online training was held for members throughout the year. Attendance was higher this year. This might again have been due to training being held online.
- Items which had been discussed by the Board over the year were set out in the report.

In the discussion which followed, the benefits of being able to attend meetings and training online was noted by the Board.

**RESOLVED that the report be noted.**

## **8 Governance Compliance Statement**

Mrs C Lewis-Smith, Pensions Administration Manager, introduced the report on the Governance Compliance Statement.

The Governance Compliance Statement, attached as appendix 1 to the report, was approved by Pension Fund Committee on 25 February 2021 and would be effective from 1 April 2021. There were no material changes to the statement.

**RESOLVED that the report be noted.**

**9 Administration performance statistics**

Ms S Price, Assistant Pensions Administration Manager, introduced the report which provided the Board with a review of the Pensions Administration Team's performance since the last meeting of the Board.

Ms S Price highlighted the following points:

- The Pensions Administration Team had continued to receive a high volume of communications from scheme members, employers and others. The sub-teams had been very proactive in processing these within set timeframes to ensure that requests were dealt with as quickly and efficiently as possible.
- An additional Member Liaison Officer had now been recruited into the Member Liaison Officer Team which was responsible for dealing with telephone enquiries. It was hoped that this would help to reduce telephone queue times and increase the number of telephone calls answered.
- The Pensions Administration Team had continued to process the priority cases quickly and achieve a good turnaround time. In Quarter 4, 96.3% of priority cases were completed within the turnaround time.
- There had been a decrease in performance against the target within the leavers table specifically around processing the deferred benefits and the recalculation of the deferred benefits. This was due to the team receiving a large number of leaver notifications in bulk from an employer, some of which dated back 5 or 6 years. These targets should get back on track once the backlog had been worked through.
- The percentage achieved in terms of new starter creations was lower than the previous quarter. This was due to one team member moving from a Pensions Assistant role to a Pensions Officer role. This should now improve going forward.
- In relation to transfers, whilst being one of the lower priority areas, the team were hoping to put more resources into this area in the future.
- With regard to overdue cases, the Pensions Administration Team were continuing to work with one of the largest scheme employers and a third-party payroll provider where outstanding information was the reason for the majority of the overdue cases. Significant progress had been made with the one employer in particular and a lot of the outstanding information had now been received. Unfortunately, there had not been much success with the third-party payroll provider, despite working closely with them and holding regular meetings. Due to this, a decision had been made that from 1 April 2021, where monthly submissions of data were not received from this third party payroll provider, the team would liaise directly with the individual schools rather than the payroll provider.
- In addition to reporting and reviewing turnaround statistics, the Pensions Administration Team were also now reviewing the total open cases on a monthly basis to identify overdue cases and look at how to reduce these. Of the total overdue cases, 80% of these cases were classed as 'external' meaning the team were unable to proceed as a result of either waiting on

information from an employer, scheme member or a third party. The remaining 20% of these overdue cases were waiting to be reviewed. These were reviewed by a Senior Pensions Officer on a monthly basis to see whether further action was needed.

- The report provided an update on the current projects being carried out by the team. Agreement for additional resource for the McCloud project had been given by Pension Fund Committee in light of the additional workload from the McCloud remedial action. The additional resource would consist of 1 Seniors Pensions Officer & 3 Pensions Officers, with agreement for an additional Pensions Officer as a result of a review of the current structure.

The following points were discussed as a result of questions/comments from members of the Board:

- The Board were advised that there was a cost associated with the extra resource required for the McCloud project, but the cost would be significantly higher if external companies were to be used instead to provide project support.
- It was confirmed that the additional posts being recruited to for the McCloud project were permanent positions. It may be that in the future more additional temporary resource would be required depending on how the workload progresses over time.
- With regard to employer contributions and whether these would need to be raised to cover the costs of McCloud, the Board were advised that employer contributions were set for this three-year period and that McCloud had been taken account of when these were set. In the future there might be an increase in employer contributions, but these figures were not known as of yet as it was not known how members' salaries would progress.

**RESOLVED that the report be noted.**

## **10 GMP reconciliation/rectification**

Ms S Price, Assistant Pensions Administration Manager, introduced the report which provided an update on the Guaranteed Minimum Pensions (GMP) Reconciliation/Rectification project.

Ms S Price highlighted the following points:

- As at 31 March 2020, 59,025 scheme member records had been reconciled and ITM had identified 10,051 pensioner and dependant scheme members that needed a further reconciliation. A 'dry run' of the rectification was completed in February 2021 and of the 10,051 scheme members it had been identified that:
  - 8,699 members did not require rectification.
  - 806 members did require their records to be updated with a correct GMP figure, but this would not affect any payments.
  - 370 scheme members did require pensions in payment to be recalculated.

- 176 scheme members required a file review by the payroll team before it could be identified whether a recalculation would be required. This review was currently underway.
- Of the 370 scheme members identified, 25% had been underpaid with the remainder being overpaid due to either no GMP held on record or an incorrect GMP meaning that the pensions increase applied annually had been calculated incorrectly. For all cases, the correct rate of pension would be put in place from the rectification date and arrears, plus interest, for any underpaid cases would be paid.
- For any overpaid cases, there was no guidance on whether a fund should recover any overpayment or not and this would be left to the discretion of each administering authority. Historically, the Buckinghamshire Pension Fund had not recovered overpayments as a result of an incorrect GMP. Nationally the majority of funds were not recovering the overpayments.
- Based on the recent report, the average reduction of the scheme members whose pension would be reduced was £132 per annum with an average overpayment of £1,152 per member.
- The planned rectification date was 31 August 2021. This would be further to the Pensions Administration Team running the annual pensions increase on pensions in payment which should be completed by 30 April 2021. ITM would then aim to complete the live run of the rectification by 31 May 2021 and provide all necessary reports. Between 1 June and 30 June, letters would be sent to all affected members with the changes to pensions being applied from 31 August 2021 pension payments.

The following points were discussed as a result of questions/comments from members of the Board:

- Out of the 370 scheme members who require pensions in payment to be recalculated, 2% of these would have their pensions reduced by more than £1,000 per annum. More details on this would be available in May.
- In relation to overpayments not being recovered, the Board requested that information on the final amount of any overpayments written off and the approval process for this be included in the next report being submitted to the Board. **Action: Ms S Price.**

**RESOLVED that the report be noted.**

## **11 Forward Plan**

Mrs C Lewis-Smith provided an overview of the Pension Fund Board's forward plan.

The Board agreed that update reports on the McCloud project should be added to the forward plan for every other meeting, starting with the meeting in July 2021.

**Action: Mrs C Lewis-Smith**

**RESOLVED that the forward plan be noted and that update reports on the McCloud project be added to the forward plan for every other meeting, starting with the meeting in July 2021.**

**12 Annual Benefit Statements - Administration Year End Update**

Ms S Price, Assistant Pensions Administration Manager, introduced the report on Annual Benefit Statements which set out the position of the Buckinghamshire Council administering authority as at 28 February 2021.

Ms S Price highlighted the following points:

- A total of 18,515 statements were issued by the 31 August 2020 deadline with a further 5,329 statements issued to date, bringing the total to 23,844. As of the end of February 2021, 97.07% of statements had been issued to scheme members who were active on 31 March 2020.
- There were 325 outstanding queries relating to the 2019/20 year end return, a reduction from 922 since November 2021. The Employer Liaison Team were currently chasing employers for responses, or reviewing further data provided in order to resolve these queries and issue statements. These queries were with 32 employers; a breakdown of which was set out in the confidential appendix to the report.
- With regard to outstanding queries relating to previous year returns, outstanding queries had reduced from 297 to 131 between December 2020 and February 2021. This had since reduced further to 118 outstanding queries. In addition, 36 responses had also just been received from an employer yesterday which hopefully would result in those queries being resolved, taking the total to below 100. The team were continuing to work with employers to resolve the rest of the outstanding queries. A breakdown of the cases was set out in the confidential appendix.

**RESOLVED that the report be noted.**

**13 Exclusion of Press and Public**

**RESOLVED** to exclude the press and public as the following item 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).

**14 Annual Benefit Statements - Confidential Appendix**

This item was covered under the confidential section of the agenda.

**15 Confidential minutes of Pension Fund Board**

**RESOLVED that the confidential minutes of the Pension Fund Board held on 16 December 2020 be agreed.**

**16 Confidential minutes of Pension Fund Committee**

It was noted that the confidential minutes of the Pension Fund Committee held on 25 February 2021 would be circulated to members of the Board for noting once published.

**17 Pension Fund Performance**

This item was covered under the confidential section of the agenda.

**18 Date of next meeting / AOB**

The date of the next meeting was to be confirmed.

This page is intentionally left blank



## Report to Pension Fund Committee

<b>Date:</b>	Monday 5 July 2021
<b>Title:</b>	<b>Communication Policy Statement</b>
<b>Author and/or contact officer:</b>	Claire Lewis-Smith
<b>Recommendations:</b>	<b>The Committee is asked to APPROVE the Communication Policy Statement.</b>

### 1. Executive summary

1.1 Regulation 61 of the Local Government Pension Scheme (LGPS) Regulations 2013, require an administering authority to prepare, maintain and publish a written statement setting out its communication policy. The Buckinghamshire Pension Fund reviews the policy every three years, the last policy receiving approval in February 2020. As a result of the Covid pandemic, communication methods have evolved, and an interim review of the policy has been undertaken. The updated Communication Policy Statement is attached at Appendix 1.

### 2. Content of report

2.1 The policy statement has been updated to reflect improvements to 'My Pension Online', the Fund's member self-service portal. If registered, Members can upload documents directly to their administration record via a secure transfer facility. This removes the need to send in documents via post. Information is also sent to Scheme members via this method. Scheme members can opt out of this method and receive hard copy communication if they wish. Communications can be provided in large print or braille on request. Information and training sessions for Scheme members and employers are presented via Teams live webinars. A feedback mailbox has been created alongside digital surveys which are issued to Scheme members and employers to capture feedback on the communication methods that have been introduced.

### 3. Other options considered

3.1 N/A

**4. Legal and financial implications**

4.1 N/A

**5. Corporate implications**

5.1 N/A

**6. Consultation and communication**

6.1 N/A

**7. Next steps and review**

7.1 The policy statement will be reviewed at its scheduled review date in April 2023.



## Introduction

Buckinghamshire Council is the administering authority for the Local Government Pension Scheme (LGPS) on behalf of the employers participating in the LGPS through the Buckinghamshire Pension Fund (the Fund). The LGPS is governed by statutory regulations.

Regulation 61 of the Local Government Pension Scheme Regulations 2013 requires Funds to prepare, maintain and publish a written statement setting out its policy concerning communications. This policy statement outlines the Fund's position on:

- The provision of information and publicity about the Scheme to members, employers and representatives of members participating in the Fund.
- The promotion of the Scheme to prospective members and their employers.
- The format, frequency and method of distributing such information or publicity.

This Communication Policy is effective from 5 July 2021 and will be reviewed at its scheduled review date in April 2023, or prior to this should changes be required. It is underpinned by an annual internal communications plan.

## Key communication objectives

- Our messages should be timely, brief and easy to understand
- Wherever possible, we will use digital channels and electronic media for our messages due to their efficiency, security and accessibility
- Where digital channels are not suitable, we will use other methods of communication for our customers and stakeholders
- To provide relevant and timely information to our members to enable them to make informed decisions about their pension benefits
- To train and support scheme employers to enable them to fulfill their statutory responsibilities, as well as to cascade and share scheme information with their staff
- We will manage information securely in line with current data protection legislation
- To consult with relevant stakeholders about the Fund's management and administration
- To strive for continuous improvement and innovation in the way we communicate
- To consider diversity and inclusion in all communications

## Key stakeholders

- Scheme members, split into three broad categories
  - Active scheme members
  - Deferred scheme members
  - Pensioner scheme members and dependants
- Prospective scheme members
- Scheme employers
- Pensions & Investments Team staff
- Our governing bodies i.e. the Pension Fund Committee and the Buckinghamshire Pension Board

- External bodies and member representatives

## **Communication with Scheme members**

There are three categories of Scheme member;

- Active members who are contributing to the Scheme;
- Deferred members who have left the Scheme, but have not yet accessed their pension benefits; and
- Pensioner members and dependants who are in receipt of a pension.

### **Website**

[www.buckinghamshire.gov.uk/pensions](http://www.buckinghamshire.gov.uk/pensions) is our main medium for communicating with Scheme members.

It provides comprehensive information about the scheme and is split into a number of categories to ensure quick access and relevance to our varied target audiences. Our Scheme member guides, newsletters, forms and fact sheets are available for download. Our website is regularly reviewed and updated.

### **'My pension online' secure member portal**

We are committed to increasing digital access and delivery of our services. By default all Scheme members have an online pension account, although registration is not automatic. 'My pension online' enables registered members to securely access their pension record at

<https://ms.buckinghamshire.gov.uk>. The content and functionality available is tailored according to whether the member is active, deferred or a pensioner. 'My pension online' allows the Fund to communicate directly with our members, with general scheme updates, as well as personal member communications e.g. retirement benefit calculations and forms. It also provides a self-service facility allowing members to make changes to personal details such as their address and death grant nomination, along with a document upload functionality.

### **Email, post and telephone helpline**

Our postal address and main email address for member enquiries ([pensions@buckinghamshire.gov.uk](mailto:pensions@buckinghamshire.gov.uk)) is widely published. Any email containing confidential member information is sent using the Egress Switch encrypted email service or by other secure means.

We have a dedicated helpline number for member enquiries (01296 383755), which is staffed by Member Liaison Officers from 09:00 to 17:30 Monday to Thursday and from 09:00 to 17:00 on Friday.

We have a dedicated email address for technical queries related to 'my pension online' ([mypensiononline@buckinghamshire.gov.uk](mailto:mypensiononline@buckinghamshire.gov.uk)), managed by Member Liaison Officers.

### **Webinars, presentations and appointments**

We run a programme of regular webinars for active scheme members or those wishing to join the scheme. These are bookable via the scheme employer. We are able to offer these presentations face to face upon request by Scheme employers, subject to meeting minimum attendance criteria.

Scheme members are able to book an appointment at one of our regular member surgeries to discuss individual questions relating to their pension benefits. These surgeries can be held face to face or via Microsoft Teams. While Pension Officers cannot provide financial advice, they can provide information on benefit entitlements under the Local Government Pension Scheme to help members make informed pension decisions.

### **Annual benefit statements**

The Fund is legally required to provide an annual benefit statement by 31 August each year for all active,

deferred and pension credit members, as per Regulation 89 of the Local Government Pension Scheme Regulations 2013. Member statements are published to their online account each year. Members are able to opt out of online access to their pension record. Those who opt out of ‘my pension online’ are provided with printed annual benefit statements and newsletters sent to their home address.

### **Newsletters**

We provide Scheme member update newsletters for active, deferred and pensioner scheme members at least annually, or more often, as required. The content is tailored to the audience to ensure that each newsletter is relevant and of interest. The newsletters are published on our website and are linked to the ‘my pension online’ scheme documents area. Copies are sent by post to members who have opted out of ‘my pension online’. The number of printed copies is reducing as ‘my pension online’ registration increases.

### **Payslips/P60s**

Payslips are sent to all pensioners twice per year to confirm that the address we hold for them is still current. P60s are issued by the end of May each year. Pensioners can access their monthly payslips and P60s via ‘my pension online’.

### **Communication with prospective members**

Our communication with prospective Scheme members is mainly via their employers. Employers contractually enrol all eligible staff in the LGPS. Scheme information is provided by employers within contracts of employment, which directs employees to the Fund’s guides, forms and booklets at [www.buckscc.gov.uk/lgpsguidesandforms](http://www.buckscc.gov.uk/lgpsguidesandforms).

Prospective members can request information, for illustration purposes, of the costs of joining the Scheme from their employer or from the national LGPS website at [www.lgpsmember.org](http://www.lgpsmember.org). These members are able to contact us by telephone, email, post or in person (by appointment).

### **Communication with Scheme employers**

Employers in the Fund include scheduled bodies, designated bodies, admitted bodies and deemed employers, as defined in Regulation 3 of the Local Government Pension Scheme Regulations 2013.

### **Website**

The Fund’s website is accessible to all Scheme employers. The website includes a dedicated employer area at [www.buckscc.gov.uk/lgpsemployers](http://www.buckscc.gov.uk/lgpsemployers), which is regularly updated with changes to the Scheme, employer administration guidance, newsletters and other relevant information.

### **Email and telephone**

Each Scheme employer is allocated a dedicated Employer Liaison Officer (ELO) who is their main contact for LGPS administration queries. As an introduction, ELOs issue our Employer Roles and Responsibilities guide (which forms a large part of our Service Level Agreement) to all new employers to the Fund.

Scheme employers can email their ELO direct or send their queries to the shared [employers@buckscc.gov.uk](mailto:employers@buckscc.gov.uk) mailbox. General employer communications are sent by email from the Fund’s employer mailbox to recipients on the Fund’s employer distribution list.

Any email correspondence which includes confidential information is sent by Egress Switch encrypted email service or other secure means e.g. password protection, or between servers with strong end-to-end encryption.

### **Newsletters**

A quarterly employer newsletter ‘In-Form’ is produced for Scheme employers, which summarises

changes to Scheme legislation, policy, issues currently under debate and Scheme administration. It also includes bitesize training features and a frequently asked questions section to support employer training. The newsletter is sent directly to Employer contacts from the Employers' mailbox and is also available to download from the website.

### **i-Connect**

i-Connect is a middleware technology solution which enables employers to automate their submission of data to the Fund and move to real-time monthly data reporting. i-Connect reduces the cost and risks associated with manually processing pension data. We are in the process of onboarding all our Employers to i-Connect.

### **Employer meetings, webinars and training sessions**

Meetings with a member of the Employer Liaison Team and Scheme employers will take place at the request of us or the employer. Frequent meetings will be arranged for larger employers or where deemed necessary by either party.

Remote training is offered where possible as it is often convenient for the employer's business needs and reduces travel costs. Employer Liaison Officers are able to offer one to one training over the phone, via Microsoft Teams or, where required, face to face. We run a programme of regular employer webinars providing training on all aspects of the Employer role. Upon request we are also able to prepare bespoke webinars to meet Employer requirements.

### **Annual report and accounts**

Copies of the Fund's annual report and accounts are published on our website by 1 December each year. Due to the length and complexity of the Fund's annual report, hard copies are not routinely provided, but can be produced on request.

### **Pensions general meeting**

We invite representatives from all Scheme employers to attend the Pensions General Meeting, which takes place every 3 years in the year of the Fund valuation (i.e. the year prior to when the revised contribution rates from the valuation are due to come into effect). Speakers are varied but would always include a presentation by the Fund's actuary, Barnett Waddingham LLP.

### **FRS102 / IAS19 Reports**

The FRS102 / IAS19 Reports are prepared annually and are emailed to relevant Scheme employers in PDF format.

### **Communication with members' representatives**

Members' representatives include any individual or group enquiring or acting on behalf of a Scheme member with the Scheme member's authority e.g. trade unions, solicitors, independent financial advisors, etc.

### **Website**

Members' representatives can access a wide range of Scheme information on our website, including our contact details for general enquiries.

### **Email, telephone and post**

Our contact details are widely publicised and members' representatives can contact us by email, post or telephone.

## **Feedback from stakeholders**

In order to continually develop and improve communication we actively encourage feedback from stakeholders. We have a dedicated mailbox set up to receive and encourage feedback: [pension.feedback@buckinghamshire.gov.uk](mailto:pension.feedback@buckinghamshire.gov.uk), and regularly issue short digital surveys to employers and members.

## **Communication within the Pensions & Investments Team**

We recognise the importance of ensuring that all our staff are fully equipped with the appropriate knowledge and skills to enable them to perform their duties.

We are committed to our team's training and development needs and meet these needs by the use of email briefing notes and internal team meetings, as well as internal and external training sessions on specific topics. We also provide staff with a monthly technical newsletter summarising important Scheme changes, technical guidance, newly published training resources, and key statutory deadlines for the month.

## **Communication and Fund Governance**

### **The Pension Fund Committee**

Under Buckinghamshire Council's constitution, the Council has delegated responsibility for decision-making on pension Fund investments to the Pension Fund Committee. The Pension Fund Committee consults within the advisory framework and with officers, before making decisions within the scope of their delegated powers. The Committee receives professional advice from an investment consultant and support/information from an independent adviser on investment strategy and other investment matters. Pension administration matters are reported to the Pension Fund Committee as appropriate.

Full details of the Committee and minutes of all meetings can be found at:

<https://buckinghamshire.moderngov.co.uk/mgCommitteeDetails.aspx?ID=341>

### **Buckinghamshire Pension Board**

The Local Government Pension Scheme (Amendment) (Governance) Regulations 2014 set out the requirements for an Administering Authority to establish a Local Pension Board.

The purpose of the Buckinghamshire Pension Board is to assist the Administering Authority in its role as a Scheme manager. This covers all aspects of governance and administration of the LGPS, including funding and investments. We work closely with the Buckinghamshire Pension Board, ensuring they can fulfil their duties and responsibilities, including the provision of relevant training.

Full details of the Board and minutes of all meetings can be found at:

<https://buckinghamshire.moderngov.co.uk/mgCommitteeDetails.aspx?ID=1038>

## Availability and format of our publications, frequency & review periods

Communication material	Formats available	Available to	When published / available	When Reviewed?
LGPS guides	Online, paper	All members, prospective members, members' representatives, Scheme employers	Always available	As required
LGPS fact sheets	Online, paper	All members, prospective members, members' representatives, Scheme employers	Always available	As required
<a href="#"><u>My pension online</u></a>	Online secure portal	All registered members, giving them online access to their pension records	Always available	As required
Pension update newsletter	Online, paper	Active and Deferred members	Produced annually Available online	At least annually or more often as needed
In-Touch Pensioner newsletter	Online, paper	Pensioner members	Produced annually Available online	Annually
In-Form Employer's newsletter	Online, direct email	Scheme employers	Quarterly	Quarterly
Payslips	Online	Pensioner members	Printed copies issued twice per year Available via 'my pension online'	As required
P60s	Paper, online	Pensioner members	Annually and available via 'my pension online'	Annually
Annual Benefit Statements	Paper, online	All Active, Deferred and Pension Credit members	Annually by 31 August	Annually
Retirement guide	Online, paper	Pensioner members	Available online, and at retirement	As required
Annual Report and Accounts	Online	Scheme employers, other interested parties	Produced annually Available online	Annually
Fund Valuation Report	Online	Scheme employers	Published every three years	Every three years

Training/ Presentations	Webinars, phone and face to face	Members, Scheme employers	Programme of webinars published to our website One to one training available on request	As required
Member surgeries	One to one	Scheme members	Fortnightly surgeries, run by appointment	Fortnightly
FRS102 / IAS19 Reports	Electronic	Relevant Scheme employers	Annually	Annually

All communication documents on our website are accessible and comply with The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

All of our communication documents are available in large print or braille on request.

This communication policy statement is reviewed every three years in line with the triennial valuation and a revised version will be republished following any material change.

This page is intentionally left blank



## Report to Pension Fund Committee

**Date:** 5<sup>th</sup> July 2021

**Reference number:** N/A

**Title:** DRAFT Statement of Accounts for the year ended 31 March 2021

**Relevant councillor(s):** N/A

**Author and/or contact officer:** Rachael Martinig, Pensions & Investments Accountant

Telephone (01296) 387883

**Ward(s) affected:** N/A

**Recommendations:** The Committee is asked to review the Draft Statement of Accounts for Buckinghamshire County Council Pension Fund for the year ended 31 March 2021 and to note the timing and requirements for completion and authorisation of the final Statement of Accounts.

**Executive summary –** The draft unaudited Statement of Accounts for the Buckinghamshire County Council Pension Fund for the year ended 31 March 2021 is attached as Appendix 1. The audit of the Pension Fund Accounts commenced on 1<sup>st</sup> July 2021. The Pension Fund Audit Plan is an agenda item at today's meeting. A further report, incorporating the findings of Grant Thornton will be brought to this Committee at its meeting in September 2020; representatives from Grant Thornton will attend this meeting.

The finalised Statement of Accounts is due to be approved by the Chairman of the Audit and Governance Committee and the Section 151 Officer following the audit and consideration of the Auditors report at the Audit and Governance Committee on the 29<sup>th</sup> September 2021. However due to Grant Thornton having confirmed that the Buckinghamshire Council accounts will not be able to be approved and signed off by the September 2021 deadline, we will not officially be able to sign the Pension Fund accounts until the Council accounts are signed.

The Pension Fund Account and Net Asset Statement show that in the year to 31<sup>st</sup> March 2021 the value of the Pension Fund increased by £725m to £3.638bn. This is the net result of the contributions made (£177m) including transfers in from other pension schemes,

employers and employees contributions; payments out £140m including pensions, commutations, lump sum retirement benefit and death benefits; management expenses £18m plus net increase on investments (£706m).

Content of report - (see attached report Appendix 1)

Other options considered - N/A

Legal and financial implications – There are none arising directly from this report

Corporate implications – There are none arising directly from this report

Consultation and communication - N/A

Background papers

Your questions and views (for key decisions)

If you have any questions about the matters contained in this report, please get in touch with the author of this report. If you have any views that you would like the cabinet member to consider please inform the democratic services team. This can be done by telephone 01296 382343 or email [democracy@buckinghamshire.gov.uk](mailto:democracy@buckinghamshire.gov.uk).

# Buckinghamshire County Council Pension Fund



## Drafts Statement of Accounts

For the year ended 31 March 2021

---

Net Assets Statement .....	5
1 Description of the Fund.....	7
2 Accounting Policies and Critical Judgements in Applying Accounting Policies .....	9
3 Contributions .....	13
4 Transfer Values .....	13
5 Benefits .....	14
6 Payments to and on Account of Leavers .....	14
7 Management Expenses.....	15
8 Investment Income.....	15
9 Investments .....	16
10 Investment Management Arrangements .....	19
11 Analysis of the Value of Investments.....	20
12 Financial Instruments.....	21
13 Additional Financial Risk Management Disclosures .....	<b>Error! Bookmark not defined.</b>
14 Related Parties .....	34
15 Current Assets and Liabilities.....	35
16 Taxes on Income .....	35
18 Actuarial Present Value of Promised Retirement Benefits.....	37
19 Contingent Liabilities and Contractual Commitments.....	<b>Error! Bookmark not defined.</b>
20 Additional Voluntary Contributions (AVCs) .....	40
21 List of Scheduled and Admitted Bodies .....	41

## Statement of Responsibilities for the Statement of Accounts

### The Council's Responsibilities

The Council is required to:

- Make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this Council, that officer is the Service Director - Corporate Finance & Section 151 Officer;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- Approve the Statement of Accounts, delegated to the Audit and Governance Committee.

### The Service Director – Corporate Finance & Section 151 Officer Responsibilities

The Service Director - Corporate Finance & Section 151 Officer is responsible for the preparation of the Council's Statement of Accounts in accordance with proper practices as set out in the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Local Authority Accounting in the United Kingdom 2020/202 (the Code).

In preparing this Statement of Accounts, the Service Director - Corporate Finance & Section 151 Officer has:

- Selected suitable accounting policies and then applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with the Code;
- Kept proper accounting records which were up to date;
- Taken reasonable steps for the prevention and detection of fraud and other irregularities.

### Certificate of the Service Director - Corporate Finance & Section 151 Officer

I certify that this Statement of Accounts for the year ended 31 March 2021 gives a true and fair view of the financial position of the Council as at 31 March 2021 and its income and expenditure for the year ending 31 March 2021

**Richard Ambrose**  
**Service Director - Corporate Finance & Section 151 Officer**  
**Buckinghamshire Council**  
XX July 2021

## **Independent Auditor's Report to the Members of Buckinghamshire Pension Fund**

## Pension Fund Accounts

The Pension Fund Accounts contain two core statements, the Pension Fund Account and the Net Assets Statement. Each of the statements is accompanied by supplementary notes providing additional detail to the figures presented.

<b>31 March 2020</b>	<b>Pension Fund Account</b>	<b>Note</b>	<b>31 March 2021</b>
<b>£000</b>			<b>£000</b>
	<b>Dealings with Members, Employers and Others directly involved in the Fund</b>		
	<b>Income</b>		
(116,621)	Contributions	3	(152,299)
(12,403)	Transfers in from other pension funds	4	(24,293)
(152)	Other income		(198)
<b>(129,176)</b>			<b>(176,790)</b>
	<b>Benefits</b>	5	
95,975	Pensions		100,311
23,045	Commutation of pensions and lump sums		20,969
	<b>Payments to and on Account of Leavers</b>	6	
878	Refunds of contributions		590
9,311	Transfers out to other pension funds		18,369
<b>129,209</b>			<b>140,239</b>
<b>33</b>	<b>Net (Additions)/Withdrawals from Dealings with Members</b>		<b>(36,551)</b>
<b>16,474</b>	<b>Management expenses</b>	7	<b>18,371</b>
<b>16,507</b>	<b>Net (Additions)/Withdrawals including Fund Management Expenses</b>		<b>(18,180)</b>
	<b>Returns on Investments</b>		
(40,527)	Investment income	8	(23,079)
116,993	Profits and losses on disposal of investments and changes in the market value of investments	9	(683,306)
351	Taxes on income	16	0
<b>76,817</b>	<b>Net Returns on Investments</b>		<b>(706,385)</b>
<b>93,324</b>	<b>Net (Increase)/Decrease in the Net Assets Available for Benefits During the Year</b>		<b>(724,565)</b>

**Net assets statement**

<b>31 March 2020</b>	<b>Net Assets Statement</b>	<b>Note</b>	<b>31 March 2021</b>
<b>£000</b>			<b>£000</b>
<b>Investments</b>			
840	Long term investments		840
36,849	Equities - quoted		25,638
421,714	Bonds		480,116
2,160,297	Pooled investment vehicles		2,858,278
213,484	Unit trusts - property		213,051
61,856	Cash deposits		43,662
	Derivative contracts		0
7,873	Investment income receivable		7,124
<b>2,902,913</b>	<b>Net Investments</b>	<b>11</b>	<b>3,628,709</b>
<b>15,495</b>	Current assets	<b>15</b>	<b>17,620</b>
<b>(4,708)</b>	Current liabilities	<b>15</b>	<b>(8,064)</b>
<b>2,913,700</b>	<b>Net Assets of the Fund Available to Fund Benefits at 31 March</b>		<b>3,638,265</b>

Note: The Fund's financial statements do not take account of liabilities to pay pensions and other benefits after the period end. The actuarial present value of promised retirement benefits is disclosed at Note 18.

## Note 1 - Description of the Fund

Buckinghamshire Pension Fund (the Fund) is part of the Local Government Pension Scheme (LGPS) and is administered by Buckinghamshire Council. Organisations participating in the Fund include the Council, Milton Keynes Council, parish Councils of Buckinghamshire, Thames Valley Police, Buckinghamshire Fire and Rescue Service, and other scheduled and admitted bodies. These are listed in Note 21 to these Financial Statements. Teachers, fire fighters and police officers, for whom separate pension schemes apply, are excluded from the Pension Fund. The Administering Authority is Buckinghamshire Council.

The purpose of the Pension Fund is to provide defined benefits for employees and their widows, widowers and children, based on pay and past service. The scheme is a career average scheme, whereby members accrue benefits based on their pensionable pay in that year at an accrual rate of 1/49<sup>th</sup>. Employee contribution bands range from 5.5% to 12.5% of pensionable pay. In April 2014 a 50/50 option was introduced which means members can pay half their contribution rate and build up half the pension benefit whilst retaining full value of other scheme benefits such as death in service lump sum and ill health cover. Accrued pension is revised annually in line with the Consumer Prices Index. Prior to 1 April 2014, pension benefits under the LGPS were based on final pensionable pay and length of pensionable service. More details of benefits provided under the scheme are available on the Council's pension website.

### [Local Government Pension Scheme | Buckinghamshire Council](#)

The Fund is governed by the Public Service Pensions Act 2013. The Fund is administered in accordance with the following secondary legislation:

- The Local Government Pension Scheme Regulations 2013 (as amended)
- The Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended)
- The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016.

In 2015 the government announced that they wanted the 91 Local Government Pension Scheme funds to pool their investments into larger pools in order to achieve savings in investment management costs. Brunel Pension Partnership Ltd was formed to implement the investment strategies for ten Funds. The founding Funds include The Environment Agency Pension Fund, and the Local Government Funds of Avon, Buckinghamshire, Cornwall, Devon, Dorset, Gloucestershire, Oxfordshire, Somerset and Wiltshire. The company Brunel Pension Partnership Ltd was formed on 14 October 2016. By 31 March 2021 the collective assets transitioned to Brunel portfolios were circa £17.9 billion.

The objective of pooling assets is to achieve savings over the longer term from both lower investment management costs and more effective management of the investment assets. The pool will look to deliver the savings based upon the collective buying power the collaboration initiative will produce. Local accountability will be maintained as each individual fund will remain responsible for strategic decisions including asset allocation. The pooling of assets will only affect the implementation of the investment strategy in terms of manager appointments. The transition of assets began in July 2018 and by the end of 2021 the majority of the assets will have transitioned, although illiquid alternative assets such as private equity may need a longer transition timetable. More information and updates can be found on the Brunel Pension Partnership website at: [www.brunelpensionpartnership.org](http://www.brunelpensionpartnership.org)

The following summarises the membership of the Fund:

<b>Membership of the Fund</b>	<b>31 March 2020</b>	<b>31 March 2021</b>
Contributors	24,489	25,406
Pensioners	20,290	21,017
Deferred pensioners	29,936	30,881
<b>Total Membership of the Fund</b>	<b>74,715</b>	<b>77,304</b>

### **Investment strategy statement**

The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016 require administering authorities to formulate and to publish a statement of its investment strategy, in accordance with guidance issued from time to time by the Secretary of State. The Investment Strategy Statement can be viewed on the Council's website.

[Investment strategy statement | Buckinghamshire Council \(buckscc.gov.uk\)](http://buckscc.gov.uk)

### **Further information**

The Council publishes a separate Annual Report on the Pension Fund, which gives more detailed information, a copy can be viewed on the Council's pension website.

[Pension fund annual reports | Buckinghamshire Council \(buckscc.gov.uk\)](http://buckscc.gov.uk)

### **Basis of Preparation**

The accounts summarise the Fund's transactions for the 2020/21 financial year and its position at year end as at 31 March 2021. The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting (the Code), which is based on International Financial Reporting Standards (IFRS), as amended for the UK public sector.

The accounts summarise the transactions of the Fund and report on the net assets available to pay pension benefits. The accounts do not take account of obligations to pay pensions and benefits which fall due after the end of the financial year. The actuarial present value of promised retirement benefits is disclosed at Note 18 of these accounts. The Pension Fund is administered by Buckinghamshire Council.

## Note 2 - Accounting Policies and Critical Judgement in Applying Accounting Policies

### Accounting Policies

#### Accruals of Income and Expenditure

The financial statements are prepared on an accruals basis, unless otherwise stated. That is, income and expenditure are recognised as they are earned or incurred, not as they are received or paid.

Contributions, benefits and investment income are included on an accruals basis. All settlements for buying and selling investments are accrued on the day of trading. Interest on deposits is accrued if not received by the end of the financial year. Investment management expenses are accounted for on an accruals basis. Administrative expenses are accounted for on an accruals basis, staff costs are paid by Buckinghamshire Council then recharged to the Pension Fund at the year end and group transfers to and from the Fund are accounted for on an accruals basis unless it is too early in the negotiations for an estimate of the value to be available. Where income and expenditure has been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Net Assets Statement. Some additional payments are made to beneficiaries on behalf of certain employers. These payments are subsequently reimbursed by those employers. The figures contained in the accounts are shown exclusive of both payments and reimbursements.

Employers' augmentation contributions and pension strain contributions are accounted for in the period in which the liability arises. Individual transfers in/out are accounted for when received/paid, which is normally when the member liability is accepted or discharged.

#### Investment Income

Interest income is recognised in the Fund account as it accrues, using the effective interest rate of the financial instrument as at the date of acquisition or origination. Income includes the amortisation of any discount or premium, transaction costs (where material) or other differences between the initial carrying amount of the instrument and its amount at maturity calculated on an effective interest rate basis. Investment income is recognised on the date the shares are quoted ex-dividend. Any amount not received by the end of the reporting period is disclosed in the net assets statement as investment income. Distributions from pooled funds are recognised at the date of issue. Any amount not received by the end of the reporting period is disclosed in the net assets statement as a current financial asset. Changes in the net market value of investments are recognised as income and comprise all realised and unrealised profits/losses during the year.

#### Benefits Payable

Pensions and lump sum benefits payable include all amounts known to be due as at the end of the financial year. Any amounts due but unpaid are disclosed in the net assets statement as current liabilities.

## **Management Expenses**

All management expenses are accounted for on an accruals basis. Fees of the external investment managers and custodian are agreed in the respective mandates governing their appointments. These are based on the market value of the investments under their management and therefore increase or reduce as the value of these investments change.

## **Financial Instruments**

Financial Instruments that are “held for trading” are classified as financial assets and liabilities at fair value through profit or loss when the financial instrument is:

- Acquired or incurred principally for the purpose of selling or repurchasing it in the near term, or
- Part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short-term profit taking, or
- A derivative.

Financial assets and liabilities at fair value through profit or loss are initially recognised at fair value excluding transaction costs and carried at fair value without any deduction for transaction costs that would be incurred on sale or disposal.

Financial instruments have been classified as Loans and Receivables when they have fixed or determinable payments and are not quoted in an active market. Loans and receivables are initially recognised at Fair Value and carried at historic cost as they are all short term.

The value of market quoted investments is determined by the bid market price ruling on the final day of the accounting period. Fixed interest securities are recorded at net market value based on their current yields. Pooled investments in property funds, equity funds, fixed interest funds, private equity funds and hedge fund of funds are valued by the Fund manager in accordance with industry guidelines. Note 12 includes commentary on the valuation methods that the Fund’s fund managers use.

## **Foreign Currency Transactions**

Foreign currency transactions are translated into sterling at the exchange rate ruling at the date of transaction. End of year spot market exchange rates are used to value cash balances held in foreign currency bank accounts, market values of overseas investments and purchases and sales outstanding at the end of the reporting period.

## **Cash and Cash Equivalents**

Cash comprises cash in hand and demand deposits. Cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to minimal risk of changes in value.

## **Contingent Assets & Liabilities and Commitments**

Contingent liabilities are disclosed by way of a note when there is a possible obligation which may require a payment or a transfer of economic benefits. The timing of the economic transfer and the level of certainty attaching to the event are such that it would be inappropriate to make a provision.

Contingent assets are disclosed by way of a note where inflow or a receipt or an economic benefit is possible and whose existence will be confirmed only by the occurrence or non-occurrence of one or more future events not wholly within the control of the Pension Fund.

Commitments are disclosed by way of a note when there is a contractual commitment which may require a payment. The timing of the payment is such that it would be inappropriate to make a provision. Commitments are accounted for at the best estimate of the obligation.

## **Critical Judgements in Applying Accounting Policies**

### **Pension Fund Liability**

The Fund liability is calculated every three years by the appointed actuary, with annual updates in the intervening years. The last such valuation took place as at 31 March 2019, the funding level of the Fund as a whole increased from 87% to 94% between 31 March 2016 and 31 March 2019. The next valuation will take place as at 31 March 2022. The Fund's actuary undertook an interim valuation as at 31 March 2021 which showed that the funding level had decreased to 92%. The estimated funding position is based on market movements since 31 March 2019 rather than being a full valuation with updated member data.

### **Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty**

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities at the year-end date and the amounts reported for assets and liabilities at the year-end date and the amounts reported for the revenues and expenses during the year. Estimates and assumptions are made taking into account historical experience, current trends and other relevant factors. However, the nature of estimation means that the actual outcomes could differ from the assumptions and estimates.

The items in the net assets statement at 31 March 2021 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows.

Item	Uncertainties	Effect if actual results differ from assumptions
Actuarial present value of promised retirement benefits (Note 18)	<p>Estimation of the net liability to pay pensions depends on several complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Fund with expert advice about the assumptions to be applied.</p>	<p>The effects on the net pension liability of changes in individual assumptions can be measured. For instance:</p> <p>A 0.1% increase in the discount rate assumption would result in a decrease in the pension liability of £129m</p> <p>A 0.1% increase in assumed earnings inflation would increase the value of liabilities by approximately £10m</p> <p>a one-year increase in assumed life expectancy would increase the liability by approximately £256m.</p>
Private equity fund of funds (Note 12)	<p>Private equity investments are valued at fair value in accordance with 'International Private Equity and Venture Capital Valuation Guidelines (2012)'. These investments are not publicly listed and as such there is a degree of estimation involved in the valuation.</p>	<p>Private equity investments are valued at £130m in the financial statements. There is a risk that this investment may be under or overstated in the accounts by £34m.</p>

## Events After the Reporting Date

### Accounting Standards that have been issued but not yet adopted

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new standard that has been issued but not yet adopted. Potentially relevant standards include annual improvements to IFRS standards 2014/2016, IFRIC 22 foreign currency transactions and advance considerations and amendments to IFRS9 financial instruments: prepayment features with negative compensation

### Note 3 - Contributions

Contributions relating to wages and salaries paid up to 31 March 2021 have been included in these accounts, there were no augmented employers' contributions received during 2019/2020 or 2020/2021.

<b>2019/2020 £000</b>	<b>Contributions by Category</b>	<b>2020/2021 £000</b>
	<b>Employers' Contributions</b>	
(64,063)	Normal Contributions	(100,383)
(20,524)	Deficit Recovery Contributions	(17,121)
<b>(84,587)</b>	<b>Total Employers' Contributions</b>	<b>(117,504)</b>
<b>(32,034)</b>	<b>Members' Contributions</b>	<b>(34,795)</b>
<b>(116,621)</b>	<b>Total Contributions</b>	<b>(152,299)</b>

<b>2019/2020 £000</b>	<b>Contributions by Authority</b>	<b>2020/2021 £000</b>
(42,780)	Administering authority	(56,847)
(69,752)	Scheduled bodies	(91,855)
(4,089)	Admitted bodies	(3,597)
<b>(116,621)</b>	<b>Total Contributions</b>	<b>(152,299)</b>

### Note 4 - Transfer Values

<b>2019/2020 £000</b>	<b>Transfers in from other pension funds</b>	<b>2020/2021 £000</b>
(2,059)	Group transfers	(1,898)
(10,344)	Individual transfers	(22,395)
<b>(12,403)</b>	<b>Total Transfers in from other pension funds</b>	<b>(24,293)</b>

The individual transfer values relate to transfers, which have been received during the financial year i.e. included on a cash basis. On 31 March 2021 there were 6 outstanding transfer values receivable greater than £50k, for which £763k had not been received. (On 31 March 2020 there were 7 outstanding transfer values receivable greater than £50k, for which £1,211k had not been received.)

On 31 March 2021 there were 2 group transfers to the Fund being negotiated with other Funds (3 on the 31 March 2020), the value of 1 of the transfers to the Fund is £1,095k and has been accrued. One of the transfers, calculations have not been carried out yet.

## Note 5 - Benefits

Benefits include all valid benefit claims notified during the financial year.

<b>2019/2020 £000</b>	<b>Benefits Payable by Category</b>	<b>2020/2021 £000</b>
95,975	Pensions	100,311
20,532	Commutations of pensions and lump sum retirement benefits	18,220
2,513	Lump sum death benefits	2,749
<b>119,020</b>	<b>Total Benefits</b>	<b>121,280</b>

<b>2019/2020 £000</b>	<b>Benefits Payable by Authority</b>	<b>2020/2021 £000</b>
41,916	Administering authority	61,253
67,587	Scheduled bodies	50,560
9,517	Admitted bodies	9,467
<b>119,020</b>	<b>Total Benefits</b>	<b>121,280</b>

## Note 6 - Payments to and on Account of Leavers

<b>2019/2020 £000</b>	<b>Payments to and on Account of Leavers</b>	<b>2020/2021 £000</b>
903	Refunds to members leaving service	597
(24)	Payments for members joining the state scheme	(7)
0	Group transfers to other pension funds	5,379
9,311	Individual transfers to other pension funds	12,990
<b>10,190</b>	<b>Total Payments to and on Account of Leavers</b>	<b>18,959</b>

The individual transfer values relate to transfers, which have been received during the financial year i.e. included on a cash basis. On 31 March 2021 there was 1 outstanding transfer value receivable greater than £50k, for which £78k had not been received (on 31 March 2020 there were 7 outstanding transfer values receivable greater than £50k, for which £1,211k had not been received).

On 31 March 2021 there were 4 group transfers from the Fund being negotiated with other Funds (3 on the 31 March 2020), the value of 3 of the transfers to the Fund is £5,379k and has been accrued. 1 of the transfers, calculations have not been carried out yet.

## Note 7 - Management Expenses

<b>2019/2020</b>	<b>Management Expenses</b>	<b>2020/2021</b>
<b>£000</b>		<b>£000</b>
2,203	Administrative costs	2,226
13,538	Investment management expenses	15,507
733	Oversight and governance costs	638
<b>16,474</b>	<b>Total Management Expenses</b>	<b>18,371</b>

The analysis of the cost of managing the Pension Fund during the period has been prepared in accordance with CIPFA guidance. Management expenses have been categorised as administrative costs, investment management expenses and oversight/governance costs. Included in the oversight and governance costs are the external audit fees, £25k in 2020/2021 (£19k in 2019/2020).

Management fees for pooled funds and transaction costs have been included in the investment management expenses. The investment management expenses include £0.28m (£0.89m in the 2019/2020 financial year) in respect of performance related fees payable to the Fund's investment managers. It also includes £4.734m in respect of transaction costs (£4.030m in the 2019/2020 financial year).

## Note 8 - Investment Income

Investment income from equities has significantly decreased in 2020/21 following the transition of the Fund's segregated equity holdings to Brunel pooled funds, dividend income is accounted for as an increase in unrealised profit rather than investment income.

<b>2019/2020</b>	<b>Investment Income</b>	<b>2020/2021</b>
<b>£000</b>		<b>£000</b>
(15,072)	Dividends from equities	(1,258)
(16,137)	Income from bonds	(14,242)
(541)	Income from pooled investments	(536)
(7,262)	Income from property unit trusts	(5,549)
(770)	Interest on cash deposits	(1,352)
(744)	Other	(142)
<b>(40,527)</b>	<b>Total Investment Income</b>	<b>(23,079)</b>

## Note 9 - Investments

All investments are valued on a fair value basis and where there is an active market the bid price is the appropriate quoted market price. The investment accounting information is provided by State Street, the Fund's custodian.

During 2020/2021 realised profit of £102,490m and unrealised profit of £580,816m combined to report an increase in the market value of investments of £683,306m.

<b>Investments (All values are shown £000)</b>	<b>Value at 31 March 2020 £000</b>	<b>Reclassification of Assets £000</b>	<b>Purchases at Cost £000</b>	<b>Sales Proceeds £000</b>	<b>Realised Profit/ (Loss) £000</b>	<b>Unrealised Profit/ (Loss) £000</b>	<b>Value at 31 March 2021 £000</b>
Long term investments	840	0	0	0	0	0	840
Equities - quoted	36,850	0	158,309	(179,156)	5,535	4,100	25,638
Bonds	421,713	0	132,353	(94,973)	5,942	15,081	480,116
Pooled investment vehicles	2,160,298	0	265,473	(223,254)	63,999	591,762	2,858,278
Unit Trusts - property funds	213,484	0	5,880	(3,200)	27,014	(30,127)	213,051
Derivative contracts	0	0	2,459	(2,459)	0	0	0
Cash deposits	61,855	0	0	(18,193)	0	0	43,662
	<b>2,895,040</b>	<b>0</b>	<b>564,474</b>	<b>(521,235)</b>	<b>102,490</b>	<b>580,816</b>	<b>3,621,585</b>
Investment income due	7,873						7,124
	<b>2,902,913</b>						<b>3,628,709</b>

During 2019/2020 realised profit of £87,619m and unrealised losses of £204,613m combined to report a decrease in the market value of investments of £116,993m.

<b>Investments (All values are shown £000)</b>	<b>Value at 31 March 2019 £000</b>	<b>Reclassific- ation of Assets £000</b>	<b>Purchases at Cost £000</b>	<b>Sales Proceeds £000</b>	<b>Realised Profit/ (Loss) £000</b>	<b>Unrealised Profit/ (Loss) £000</b>	<b>Value at 31 March 2020 £000</b>
Long term investments	840	0	0	0	0	0	840
Equities - quoted	573,933	0	347,507	(870,319)	22,920	(37,191)	36,850
Bonds	428,687	0	110,978	(110,343)	4,595	(12,204)	421,713
Pooled investment vehicles	1,690,849	0	737,308	(170,102)	58,630	(156,387)	2,160,298
Unit trusts - property funds	214,243	0	11,057	(6,381)	1,424	(6,859)	213,484
Derivative contracts	(34)	0	326	(376)	50	34	0
Cash deposits	80,693	0	0	719,760	44,356	(25,486)	61,855
	<b>2,989,211</b>	<b>0</b>	<b>1,207,176</b>	<b>1,184,354</b>	<b>87,619</b>	<b>(204,613)</b>	<b>2,895,040</b>
Investment income due	10,489						7,873
	<b>2,999,700</b>						<b>2,902,913</b>

Pooled investment vehicles are funds where the Pension Fund is not the named owner of specific investments such as shares or bonds but owns a proportion of a pooled fund. The Code requires that pooled investments are analysed between unit trusts, unitised insurance policies and other managed funds. The pooled investment vehicles in the tables above are other managed funds. These funds include the following types of investments:

- Equities
- Fixed interest securities
- Index linked securities
- Hedge fund of funds
- Diversified growth funds
- Infrastructure
- Private equity fund of funds

The change in the fair value of investments during the year comprises all increases and decreases in the fair value of investments held at any time during the year, including profits and losses realised on sales of investments during the year. The Fund's investments in derivatives are not material and therefore further disclosures are not included in the accounts. Indirect costs are incurred through the bid-offer spread on investments within pooled investments.

The Fund does not participate directly in a stock lending programme.

Assets which exceed 5% of the total value of the net assets of the Fund are shown in the table below:

Fund Manager/Mandate	Proportion of Fund 31 March 2020 £000	%	Proportion of Fund 31 March 2021 £000	%
<b>Investments managed by Brunel Pension Partnership Ltd</b>				
Passive Global Developed Equities	725,922	25	841,815	23
Global High Alpha Equities	401,912	14	602,912	17
Property	-	-	222,602	6
Emerging Market Equities	123,402	4	197,734	6
<b>Investments managed by the Fund</b>				
Legal & General Investment Management - Passive index-tracker	362,721	12	377,516	11
Royal London Asset Management	469,468	16	511,010	14

## Note 10 - Investment Management Arrangements

Fund manager fees have been calculated according to the specific mandate and the associated contract agreement as shown in the following table:

Fund Manager/Mandate	Proportion of Fund 31 March 2020 £000	%	Proportion of Fund 31 March 2021 £000	%
<b>Investments managed by Brunel Pension Partnership Ltd</b>				
Low Volatility Equities	110,593	4	159,691	4
Passive Developed Equities	725,922	25	841,815	23
Emerging Markets Equities	123,402	4	197,734	6
Global Equities	401,912	14	602,912	17
Infrastructure	11,451	0	43,783	1
Private Equity	14,105	1	22,444	1
Smaller Companies Equities	0	0	180,831	5
Property	0	0	222,602	6
<b>Total Investments managed by Brunel Pension Partnership Ltd</b>	<b>1,387,385</b>		<b>2,271,812</b>	
<b>Investments managed by the Fund</b>				
LaSalle - Property	222,898	8	1,114	0
BlackRock -Cash/inflation plus	135,425	5	160,110	4
Blackstone Alternative Asset Management - Hedge fund of funds	146,881	5	171,071	5
Investec Asset Management- Less constrained global equities	1,122	0	777	0
Legal & General Investment Management – Passive index-tracker	362,721	12	377,516	11
Mirabaud Investment Management Limited- UK equities	217	0	217	0
Pantheon Private Equity- Private equity	106,965	4	93,728	3
Partners Group- Private equity	21,042	1	13,177	0
Royal London Asset Management- Core plus bonds	469,468	16	511,010	14
Schroders- Less constrained global equities	3,180	0	2305	0
Aberdeen Standard Investments – Less constrained UK equities	964	0	134	0
GTP	908	0	698	0
Hg Capital	600	0	581	0
<b>Total Investments managed by the Fund</b>	<b>1,472,391</b>		<b>1,332,438</b>	
<b>Total</b>	<b>2,859,776</b>	<b>100</b>	<b>3,604,250</b>	<b>100</b>

**Note 11 - Analysis of the Value of Investments**

<b>31 March 2020</b> £'000	<b>Analysis of the Value of Investments</b>	<b>31 March 2021</b> £'000
<b>840</b>	<b>Long Term Investments</b>	<b>840</b>
	<b>Bonds</b>	
	<b>Fixed Interest Securities</b>	
0	Overseas public sector	5,992
286,003	UK other	307,521
73,474	Overseas other	73,455
<b>359,477</b>	<b>Total Fixed Interest Securities</b>	<b>386,968</b>
	<b>Index-Linked Securities</b>	
51,806	UK Index-linked securities public sector	85,851
10,431	UK Index-linked securities other	7,297
<b>62,237</b>	<b>Total Index-Linked Securities</b>	<b>93,148</b>
<b>421,714</b>	<b>Total Bonds</b>	<b>480,116</b>
	<b>Equities</b>	
129	UK quoted	150
36,720	Overseas quoted	25,488
<b>36,849</b>	<b>Total Equities</b>	<b>25,638</b>
	<b>Pooled Investment Vehicles</b>	
0	UK Equities	0
362,721	UK Bonds	377,516
1,361,829	Overseas Equities	1,982,983
135,421	Overseas Diversified Growth Fund	160,106
146,881	Overseas Hedge Fund of Funds	171,071
22,828	Overseas Infrastructure	44,837
130,617	Overseas Private Equities	121,765
<b>2,160,297</b>	<b>Total Pooled Investment vehicles</b>	<b>2,858,278</b>
	<b>Other</b>	
213,484	Unit Trusts - property funds	213,051
0	Derivatives	0
61,856	Cash deposits – sterling and foreign cash	43,662
7,873	Investment Income receivable	7,124
<b>283,213</b>	<b>Total Other</b>	<b>263,837</b>
<b>2,902,913</b>	<b>Total Value of Investments</b>	<b>3,628,709</b>

## Note 12 - Financial Instruments

The Net Assets of the Fund disclosed in the Net Assets Statement are made up of the following categories of financial instruments:

<b>31 March 2020</b>				<b>31 March 2021</b>		
Fair value through profit and loss	Loans and Receivables	Financial Liabilities at Amortised Cost		Fair value through profit and loss	Loans and Receivables	Financial Liabilities at amortised cost
<b>£000</b>	<b>£000</b>	<b>£000</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>840</b>			<b>Financial Assets</b>	<b>840</b>		
			<b>Long Term Investments</b>			
359,477			Fixed Interest Securities	386,968		
36,849			Equities	25,638		
62,237			Index Linked Securities	93,149		
213,484			Property – unit trusts	213,051		
135,421			Diversified Growth Fund	160,106		
362,721			Pooled Fixed Interest Securities	377,516		
1,361,829			Pooled Equities	1,982,983		
			<b>Pooled Investments</b>			
22,828			Pooled Infrastructure	44,837		
146,881			Pooled Hedge Funds of Funds	171,071		
130,618			Pooled Private Equity	121,765		
7,873			Investment Income receivable	7,124		
	61,856		Cash deposits		43,662	
	5,182		Current assets		4,814	
<b>2,841,057</b>	<b>67,038</b>			<b>3,585,048</b>	<b>48,476</b>	
			<b>Financial Liabilities</b>			
			Derivatives			
		(3,721)	Current liabilities			(6,920)
		(3,721)				(6,920)
<b>2,841,057</b>	<b>67,038</b>	<b>(3,721)</b>	<b>Total</b>	<b>3,585,048</b>	<b>48,476</b>	<b>(6,920)</b>
		<b>2,904,373</b>				<b>3,626,604</b>

The net gains and losses on financial instruments are shown in the table below.

<b>31 March 2020</b> <b>£000</b>	<b>Reconciliation to Net Investments in the Net Assets Statement</b>	<b>31 March 2021</b> <b>£000</b>
2,913,700	Net Investments	3,628,709
(10,313)	Less contributions due current assets	(3,249)
986	Add HMRC current liabilities	1,144
<b>2,904,373</b>	<b>Valuation of Financial Instruments carried at fair value</b>	<b>3,626,604</b>

<b>31 March 2020</b> <b>£000</b>		<b>31 March 2021</b> <b>£000</b>
	<b>Financial Assets</b>	
116,993	Fair value through profit and loss	0
0	Loans and receivables	0
0	Financial liabilities measured at amortised cost	0
	<b>Financial Liabilities</b>	
0	Fair value through profit and loss	(683,306)
0	Loans and receivables	0
0	Financial liabilities measured at amortised cost	0
<b>116,993</b>	<b>Total</b>	<b>(683,306)</b>

The code requires that for each class of financial assets and financial liabilities an authority shall disclose the fair value of that class of assets and liabilities in a way that permits it to be compared with its carrying amount. As all investments are disclosed at fair value, carrying value and fair value are therefore the same.

## Valuation of Financial Instruments Carried at Fair Value

The valuation of financial instruments has been classified into three levels, according to the quality and reliability of information used to determine fair values.

**Level 1:** Financial instruments where the fair values are derived from unadjusted quoted prices in active markets for identical assets or liabilities, quoted equities are classified as level 1. Listed investments are shown at bid prices. The bid value of the investment is based on the bid market quotation of the relevant stock exchange.

**Level 2:** Financial instruments where quoted market prices are not available; for example, where an instrument is traded in a market that is not considered to be active, or where valuation techniques are used to determine fair value and where these techniques use inputs that are based significantly on

observable market data. Fixed interest securities are traded in an active market and evaluated prices sourced from a valid pricing vendor.

**Level 3:** Financial instruments at level 3 are those where at least one input that could have a significant effect on the instrument's valuation is not based on observable market data. Such instruments would include unquoted equity investments and hedge fund of funds, which are valued using various valuation techniques that require significant judgement in determining appropriate assumptions. The values of the investment in private equity are based on valuations provided by the general partners to the private equity fund of funds in which the Fund has invested. These valuations are prepared in accordance with the International Private Equity and Venture Capital Valuation Guidelines, which follow the valuation principles of IFRS. Valuations are audited annually as at 31 December, and the valuations as at 31 March reflect cash flow transactions since 31 December.

The values of the hedge fund of funds are based on the net asset value provided by the Fund manager. Assurances over the valuation are gained from the independent audit of the value. The following table analyses financial instruments, measured at fair value at the end of the reporting period, by the level in the fair value hierarchy into which the fair value measurement is categorised:

Value at 31 March 2021	Quoted Market Price Level 1 £000	Using Observable Inputs Level 2 £000	With Significant Unobservable Outputs Level 3 £000	Total £000
Long term investments	0	0	840	840
Equities	326	25,315	0	25,638
Bonds	0	480,116	0	480,116
Pooled Equities	0	1,982,983	0	1,982,983
Pooled Bonds	0	377,516	0	377,516
Diversified Growth Fund	0	160,106	0	160,106
Hedge Fund	0	171,071	0	171,071
Infrastructure	0	0	44,837	44,837
Private Equity	0	0	121,762	121,765
Property	0	213,026	25	213,051
<b>Total</b>	<b>326</b>	<b>3,410,133</b>	<b>167,464</b>	<b>3,577,923</b>

Cash is not included in the analysis of assets held at fair value since it is held at amortised cost, not fair value.

Reconciliation to Net Investments in the 31 March 2021 Net Assets Statement	£000
Net Investments	3,628,709
Less Cash deposits	(43,662)
Less investment income receivable	(7,124)
<b>Valuation of Financial Instruments carried at fair value</b>	<b>3,577,923</b>

<b>Value at 31 March 2020</b>	<b>Quoted Market Price Level 1 £000</b>	<b>Using Observable Inputs Level 2 £000</b>	<b>With Significant Unobservable Outputs Level 3 £000</b>	<b>Total £000</b>
Long term investments	0	0	840	840
Equities	129	36,720	0	36,849
Bonds	0	421,714	0	421,714
Diversified Growth Fund	0	135,421	0	135,421
Hedge Fund	0	146,881	0	146,881
Infrastructure	0	0	22,828	22,828
Pooled Equities	0	362,721	0	362,721
Private Equities	0	1,361,829	0	1,361,829
Property – unit trusts	0	0	130,618	130,618
<b>Total</b>	<b>129</b>	<b>2,678,770</b>	<b>154,286</b>	<b>2,833,182</b>

<b>Reconciliation to Net Investments in the 31 March 2020 Net Assets Statement</b>	<b>£000</b>
Net Investments	2,902,913
Less Cash deposits	(61,856)
Less investment income receivable	(7,873)
<b>Valuation of Financial Instruments carried at fair value</b>	<b>2,833,182</b>

### Sensitivity Analysis of Assets Valued at Level 3

Having analysed historical data and current market trends, the Fund has determined that the valuation methods described above are likely to be accurate within the following ranges and has set out below the potential impact on the closing value of investments held at 31 March 2021 and 31 March 2020.

	<b>Assessed valuation range (+/-)</b>	<b>Value at 31 March 2021 £000</b>	<b>Value on increase £000</b>	<b>Value on decrease £000</b>
Pooled investment vehicles - infrastructure	16.6%	44,837	52,280	37,394
Pooled investment vehicles – private equity	25.8%	121,765	153,180	90,350
<b>Total</b>		<b>166,602</b>	<b>205,460</b>	<b>127,744</b>

	Assessed valuation range (+/-)	Value at 31 March 2020 £000	Value on increase £000	Value on decrease £000
Pooled investment vehicles - infrastructure	16.4%	22,828	26,572	19,084
Pooled investment vehicles – private equity	26.4%	130,617	165,100	96,134
<b>Total</b>		<b>153,445</b>	<b>191,672</b>	<b>115,218</b>

#### Reconciliation of Fair Value Measurements Within Level 3

	Value at 31 March 2020 £000	Purchases £000	Sales £000	Realised profit/(loss) £000	Unrealised profit/loss £000	Value at 31 March 2021 £000
Pooled investment vehicles – private equity	130,617	9,960	(28,234)	23,516	(14,094)	121,765
Pooled investment vehicles – infrastructure	22,828	49,499	(25,642)	103	(1,951)	44,837
<b>Total</b>	<b>153,445</b>	<b>59,459</b>	<b>(53,876)</b>	<b>23,619</b>	<b>(16,045)</b>	<b>166,602</b>

	Value at 31 March 2019 £000	Purchases £000	Sales £000	Realised profit/(loss) £000	Unrealised profit/loss £000	Value at 31 March 2020 £000
Pooled investment vehicles – private equity	135,939	15,974	(35,441)	28,443	(14,297)	130,617
Pooled investment vehicles – infrastructure	15,853	8,861	(2,974)	1,116	(27)	22,828
<b>Total</b>	<b>151,792</b>	<b>24,834</b>	<b>(38,415)</b>	<b>29,559</b>	<b>(14,324)</b>	<b>153,445</b>

The Fund's fund managers provided the following commentary on the valuation methods they use:

#### **Blackstone – Fund of Hedge Funds**

Blackstone's direct securities and derivative investments made through Blackstone's fund of hedge fund vehicles, such as Securities, Options, Futures are valued using prices quoted on the relevant exchanges. Forward currency contracts are valued at the current forward market prices obtained from brokers. Total return swaps are valued using the last reported public closing price of the underlying index.

#### **Partners Group – Private Equity**

Partners Group performs independent valuations of its underlying investments through a fair market valuation process, which is in accordance with International Financial Reporting Standards (IFRS) and United States Generally Accepted Accounting Principles (US GAAP).

Partners Group gathers the valuation-relevant information by systematically screening a broad set of sources for valuation-relevant information about portfolio companies which are held directly or indirectly by Partners Group's programs and mandates. This includes information supplied by the firm's due diligence and monitoring professionals, underlying fund managers and information published in industry journals and/or other publications.

#### **LGIM – Passive Tracker Fund**

The method used to value units is the same at every valuation date throughout the year. All holdings of the appropriate Pooled Fund Sections are valued at the close of business valuation point using a recognised pricing service. These values are then adjusted to allow for outstanding dividends, tax payable or recoverable and any relevant expenses (this creates the "Mid Value").

#### **Brunel – Global Equity, High Alpha Equity, Emerging Markets Equity, Low Volatility Equity and Smaller Companies Equity ACS Funds**

Weekly prices each Wednesday valued at close of business valuation point. These values are then adjusted to allow for outstanding dividends, tax payable or recoverable and any relevant expenses (this creates "Mid Value").

#### **Brunel – Private Equity**

Brunel selects managers who apply a fair value process, which is in accordance with International Financial Reporting Standards (IFRS) and United States Generally Accepted Accounts Principles (US GAAP). Systematically Brunel ensures valuations are driven by IPEV guidelines and that this process is annually appraised by 3<sup>rd</sup> parties for appropriateness.

#### **Brunel – Infrastructure**

Brunel selects managers who apply a fair value process, which is in accordance with International Financial Reporting Standards (IFRS) and United States Generally Accepted Accounts Principles (US GAAP). Systematically Brunel ensures valuations are driven by IPEV guidelines and that this process is annually appraised by 3<sup>rd</sup> parties for appropriateness.

### **Brunel - Property**

Brunel selects managers who apply either open market values or a fair value processes, open market values are in accordance with RICS valuation standards and fair value processes are driven by IPEV guidelines. systematically Brunel ensure that both processes are annually appraised by 3rd parties for appropriateness.

### **Pantheon – Private Equity**

Investments are valued using the most relevant of methods listed below:

- Cost/recent round of financing/price of recent investment where recent transactions may be the most reflective of fair value.
- Comparable Private Company Transactions used for companies with low enterprise value or low EBITDA which means it is not appropriate to use earnings multiples of similar publicly listed companies.
- Earnings/Earnings Multiples/Performance Multiples valuations involve applying a multiple, appropriate to the company being valued, to the earnings of a company. The valuation is described as a function of two variables, price and earnings (The most widely used of the valuation methodologies, especially for buyout or other businesses that have comparable characteristics to companies in the public markets).
- Underlying value of Net Assets.
- Discounted Cash flows (DCF) where there are predictable cash flows visible over a given time horizon.
- Industry Benchmarks are normally based on the assumption that investors are willing to pay for market share, and that profitability of the business in the does not vary greatly.
- Unrestricted Publicly traded securities are valued at the closing public market price on the valuation date.

These methods are consistently applied across all investment types.

### **BlackRock Institutional Jersey Dynamic Diversified Growth Fund**

The above Fund is a sub-fund of the BlackRock Institutional Jersey Funds umbrella which reports under UK SORP and is not exchange-traded. The price is determined daily by the Funds Administrator and will be representative of the Fund's net asset value ("NAV") at each dealing point subject to any spreads applied, where appropriate. The Fund is not subject to any redemption notice periods and can be redeemed at each dealing point, currently on a daily basis.

## Note 13 - Additional Financial Risk Management Disclosures

The Fund's primary long-term risk is that the Fund's assets will fall short of its liabilities (i.e. promised benefits payable to members). Therefore, the aim of investment risk management is to minimise the risk of an overall reduction in the value of the Fund and to maximise the opportunity for gains across the whole fund portfolio. The Fund achieves this through asset diversification to reduce exposure to market risk (price risk, currency risk and interest rate risk) and credit risk to an acceptable level. In addition, the Fund manages its liquidity risk to ensure that there is sufficient liquidity to meet the Fund's forecast cash flows. The Pension Fund Committee manages these investment risks as part of its overall Fund risk management programme.

Responsibility for the Fund's risk management strategy rests with the Pension Fund Committee. The Pension Fund Risk Assessment analyses the risks faced by the Council's pensions operations, it is reviewed regularly by the Pension Fund Committee to reflect changes in activity and in market conditions. The analysis below is designed to meet the disclosure requirements of IFRS 7.

### Market Risk

Market risk represents the risk that the fair value of a financial instrument will fluctuate because of changes in market prices of equities, commodities, interest rates, foreign exchange rates and credit spreads. This could be as a result of changes in market price, interest rates or currencies. The objective of the Fund's Investment strategy is to manage and control market risk exposure within acceptable parameters, while optimising the return.

In general, excessive volatility in market risk is managed through diversification across asset class, investment manager, country, industry sector and individual securities. Each manager is expected to maintain a diversified portfolio within their allocation.

### Market Price Risk

Market price risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting the market in general.

By diversifying investments across asset classes and managers, the Fund aims to reduce the exposure to price risk. Diversification of asset classes seeks to reduce correlation of price movements, whilst the appointment of specialist managers enables the Fund to gain from their investment expertise.

### Market Price - Sensitivity Analysis

Whilst the value of the Fund's assets is sensitive to changes in market conditions and the Fund's assets are diversified across fund managers and asset classes to mitigate the risks. The Fund's liability to pay future benefits is equally sensitive, particularly to interest rate changes. In consultation with Mercer, the Fund's investment consultant, the Fund has determined that the following movements in market price risk are reasonably possible for 2020/2021. Assuming that all other variables, in particular foreign exchange rates and interest rates, remain constant. If the market price of the Fund's investments does

increase/decrease in line with the table below, the change in the market price of net assets available to pay benefits would be as follows.

<b>Asset Type</b>	<b>31 March 2021 £000</b>	<b>Percentage Change %</b>	<b>Value on increase £000</b>	<b>Value on decrease £000</b>
Long term investments	840	19.1%	1,000	680
Equities – quoted	25,638	19.1%	30,535	20,741
Bonds	480,116	4.94%	503,836	456,398
Pooled investment vehicles	2,858,278	16.49%	3,329,477	2,387,079
Property - unit trusts	213,051	16.6%	248,417	177,685
Cash deposits	43,662	1.0%	44,100	43,226
Investment income receivable	7,124	19.1%	8,485	5,763
<b>Total</b>	<b>3,628,709</b>		<b>4,162,766</b>	<b>3,094,656</b>

In consultation with Mercer, the Fund's investment consultant, the Fund determined that the following movements in market price risk were reasonably possible for 2020/2021, assuming that all other variables, in particular foreign exchange rates and interest rates, remain constant. If the market price of the Fund's investments did increase/decrease in line with the table below, the change in the market price of net assets available to pay benefits would be as follows.

<b>Asset Type</b>	<b>31 March 2020 £000</b>	<b>Percentage Change %</b>	<b>Value on increase £000</b>	<b>Value on decrease £000</b>
Long term investments	840	20.6	1,013	667
Equities – quoted	36,849	20.6	44,440	29,258
Bonds	421,714	4.84	442,117	401,311
Pooled investment vehicles	2,160,297	16.93	2,526,137	1,794,457
Property - unit trusts	213,484	15.6	246,788	180,180
Derivative contracts	0	12.2	0	0
Cash deposits	61,856	1.0	62,475	61,237
Investment income receivable	7,873	20.6	9,495	6,251
<b>Total</b>	<b>2,902,913</b>		<b>3,332,465</b>	<b>2,473,361</b>

## Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

### Interest Rate – Sensitivity Analysis

The Pension Fund recognises that interest rates vary and can impact income to the Fund and the fair value of the assets, both of which affect the value of the net assets available to pay benefits. The sensitivity of the Fund's investments to changes in interest rates has been analysed by showing the impact of a 1% change, long term average interest rates are expected to move less than 1% from one year to the next. This analysis assumes that all other variables, in particular foreign currency exchange rates, remain constant.

<b>31 March 2021 Exposure to interest rate risk</b>	<b>Asset Value £000</b>	<b>Impact of 1% increase £000</b>	<b>Impact of 1% decrease £000</b>
Cash and cash equivalents	46,548	46,548	46,548
Fixed interest bonds	386,968	390,838	383,098
Variable rate bonds	93,149	93,149	93,149
<b>Total</b>	<b>526,665</b>	<b>530,535</b>	<b>522,795</b>

<b>31 March 2020 Exposure to interest rate risk</b>	<b>Asset Value £000</b>	<b>Impact of 1% increase £000</b>	<b>Impact of 1% decrease £000</b>
Cash and cash equivalents	64,862	64,862	64,862
Fixed interest bonds	359,477	363,072	355,882
Variable rate bonds	62,237	62,237	62,237
<b>Total</b>	<b>486,576</b>	<b>490,171</b>	<b>482,981</b>

<b>2020/2021 Exposure to interest rate risk</b>	<b>Interest receivable £000</b>	<b>Impact of 1% increase</b>	<b>Impact of 1% decrease</b>
Cash and cash equivalents	1,352	1,366	1,338
Fixed interest bonds	8,676	8,763	8,589
Variable rate bonds	5,566	5,622	5,510
<b>Total</b>	<b>15,594</b>	<b>15,751</b>	<b>15,437</b>

<b>2019/2020 Exposure to interest rate risk</b>	<b>Interest receivable £000</b>	<b>Impact of 1% increase £000</b>	<b>Impact of 1% decrease £000</b>
Cash and cash equivalents	770	778	762
Fixed interest bonds	9,830	9,928	9,732
Variable rate bonds	6,307	6,370	6,244
<b>Total</b>	<b>16,907</b>	<b>17,076</b>	<b>16,738</b>

Changes in interest rates do not impact on the value of cash/cash equivalent balances but they will affect the interest income received on those balances. Changes to both the fair value of assets and the income received from investments impact on the net assets available to pay benefits.

### Currency Risk

Currency risk represents the risk that the fair value of financial instruments will fluctuate because of changes in foreign exchange rates. The Fund is exposed to currency risk on financial instruments that are denominated in any currency other than sterling. When sterling depreciates the sterling value of foreign currency denominated investments will rise and when sterling appreciates the sterling value of foreign currency denominated investments will fall. Over the long term the differences in currencies are likely to balance out and the Fund has chosen not to hedge its currencies.

### Currency Risk – Sensitivity Analysis

The sensitivity of the Fund's investments to changes in foreign currency rates have been analysed using a 7.92% movement in exchange rates in either direction for 31 March 2021. This analysis assumes that all variables, in particular interest rates, remain constant. Based on the composition of the Fund's currency exposure a 7.92% fluctuation in the currency is considered reasonable. A 7.92% weakening or strengthening of Sterling against the various currencies at 31 March 2021 would have increased or decreased the net assets by the amount shown below.

<b>Currency Exposure by Asset Type</b>	<b>31 March 2021 £000</b>	<b>Value on increase £000</b>	<b>Value on decrease £000</b>
		<b>+7.92%</b>	<b>-7.92%</b>
Equities – quoted	1,982,983	2,140,035	1,825,931
Infrastructure	44,837	48,388	41,286
Property - unit trusts	121,765	131,409	112,121
Cash deposits	43,662	47,121	40,205
<b>Total</b>	<b>2,193,247</b>	<b>2,366,953</b>	<b>2,019,543</b>

The sensitivity of the Fund's investments to changes in foreign currency rates have been analysed using a 7.64% movement in exchange rates in either direction for 31 March 2020. This analysis assumes that all variables, in particular interest rates, remain constant. Based on the composition of the Fund's currency exposure a 7.64% fluctuation in the currency is considered reasonable. A 7.64% weakening or strengthening of Sterling against the various currencies at 31 March 2020 would have increased or decreased the net assets by the amount shown below.

Currency Exposure by Asset Type	31 March 2020 £000	Value on increase £000	Value on decrease £000
		+7.64%	-7.64%
Equities – quoted	1,276,253	1,373,759	1,178,747
Pooled investment vehicles	19,227	20,696	17,758
Property - unit trusts	130,617	140,596	120,638
Cash deposits	29	31	27
<b>Total</b>	<b>43,923</b>	<b>47,279</b>	<b>40,567</b>

One important point to note is that currency movements are not independent of each other. If sterling strengthened generally it may rise against all the above currencies producing losses across all the currencies.

#### Currency Exposure by Significant Currency

The Fund's most significant currency exposures are to US Dollars and EUROS, using data on currency risk of 8.03% for the US Dollar and 6.77% for the EURO. Weakening or strengthening of Sterling against US Dollars and EUROS at 31 March 2021 would have increased or decreased the net assets by the amounts shown in the following table.

Asset Type	31 March 2021 £000	Percentage Change %	Value on increase £000	Value on decrease £000
US Dollars	388,278	8.03%	419,457	357,099
EUROS	113,438	6.77%	121,118	105,758
<b>Total</b>	<b>501,716</b>		<b>540,575</b>	<b>462,857</b>

Weakening or strengthening of Sterling against US Dollars and EUROS at 31 March 2020 would have increased or decreased the net assets by the amounts shown in the following table.

Asset Type	31 March 2020 £000	Percentage Change %	Value on increase £000	Value on decrease £000
US Dollars	869,526	7.73	936,740	802,312
EUROS	196,309	6.72	209,501	183,117
<b>Total</b>	<b>1,065,835</b>		<b>1,146,241</b>	<b>985,429</b>

#### Credit Risk

Credit risk represents the risk that the counterparty to a transaction or financial instrument will fail to discharge an obligation and cause the Fund to incur a financial loss. The market value of investments generally reflects an assessment of credit in their pricing and consequently the risk of loss is implicitly provided for in the carrying value of the Fund's financial assets and liabilities. In essence the Fund's entire investment portfolio is exposed to some sort of credit risk. The Fund is exposed to credit risk

through its investment managers, custodian and its daily treasury management activities. Credit risk is minimised through the careful selection and monitoring of financial institutions and counterparties. Contractual credit risk is represented by the net payment or receipt that remains outstanding.

A source of credit risk is the cash balances held internally or by managers. The Pension Fund's bank account is held at Lloyds, which holds an "A+" long term credit rating. The management of the cash held in this account is managed by the Council's Treasury Management Team in line with the Council's Treasury Management Strategy which sets out the permitted counterparties and limits. The value of the Fund invested by the Treasury Management Team at 31 March 2021 was £0.976m in an instant access Lloyds account and £2.000m invested in Federated's money market fund. (On 31 March 2020 £1.109m was invested in an instant access Lloyds account and £2.000m invested in Federated's money market fund.) Cash held by investment managers is invested with the global custodian, State Street, in a diversified money market fund rated AAAm.

### Liquidity Risk

Liquidity risk represents the risk that the Fund will not be able to meet its financial obligations as they fall due. The main liabilities of the Fund relate to the benefits payable which fall due over a long period of time. The investment strategy reflects this and sets out the strategic asset allocation of the Fund. Liquidity risk is mitigated by investing a proportion of the Fund in actively traded instruments in particular equities and fixed income investments. The Fund maintains a cash balance to meet operational requirements.

The Fund defines liquid assets as assets that can be converted to cash within three months. Illiquid assets are those assets which will take longer to convert into cash. The following table summarises the Fund's illiquid assets by fund manager.

<b>31 March 2020 £000</b>		<b>31 March 2021 £000</b>
146,881	Blackstone	171,071
11,451	Brunel Infrastructure	43,783
14,105	Brunel Private Equity	22,444
0	Brunel Property	222,602
222,898	LaSalle	0
106,965	Pantheon Private Equity	93,728
21,042	Partners Group	13,177
600	Hg Capital	581
<b>523,942</b>		<b>567,386</b>

## Note 14 - Related Parties

The Buckinghamshire Pension Fund is administered by Buckinghamshire Council and therefore there is a strong relationship between the Council and the Pension Fund.

The Council was reimbursed £2.49m (£2.35m in the 2019/2020 year) for oversight & governance costs and administration costs incurred by the Council on behalf of the Pension Fund. The Council is also the single largest employer of members of the Pension Fund and contributed £56.8m to the Fund in 2020/2021 (£45.3m in the 2019/2020 year).

The Pension Fund's surplus cash held for day to day cash flow purposes is invested on the money markets by Buckinghamshire Council's treasury management team, through a service level agreement. During the year to 31 March 2021, the Fund had an average investment balance of £5.9m (£8.1m in the 2019/2020 year), earning interest of £11k (£53k in the 2019/2020 year).

Membership of the Local Government Pension Scheme (LGPS) for Councillors closed to new members on 31 March 2014. Councillors who were active members ceased to be a member at the next end of term of office. There are no members of the Pension Fund Committee who are a deferred member of the Fund. There are no members of the Pension Fund Committee who were pensioner members of the Fund on 31 March 2021 (on 31 March 2020 no pensioner members and one deferred member). The Service Director – Corporate Finance (s151 Officer), holds a key position in the financial management of the Fund and is an active member. He is an employee of Buckinghamshire Council for whom a portion of his costs of employment are re-charged to the Fund. Disclosure of his pay costs can be found within the officer remuneration note in the main Buckinghamshire Council accounts.

The Pension Fund has transactions with Brunel Pension Partnership Ltd (Brunel) (Company number 10429110) which was formed on 14 October 2016 and will oversee the investment of pension fund assets for ten Funds. The founding Funds include The Environment Agency Pension Fund, and the Local Government Funds of Avon, Buckinghamshire, Cornwall, Devon, Dorset, Gloucestershire, Oxfordshire, Somerset and Wiltshire. Each of the 10 organisations, including Buckinghamshire Council, own 10% of Brunel. During the year to 31 March 2021 Brunel provided services costing £1,179k (£1,144k in the year to 31 March 2020).

**Note 15 - Current Assets and Liabilities**

<b>31 March 2020</b>	<b>Current Assets and Liabilities</b>	<b>31 March 2021</b>
<b>£000</b>		<b>£000</b>
	<b>Current Assets</b>	
10,313	Contributions due from employers 31 March	12,806
3,006	Cash balances (not forming part of the investment assets)	2,885
2,176	Other current assets	1,929
<b>15,495</b>	<b>Total Current Assets</b>	<b>17,620</b>

	<b>Current Liabilities</b>	
(727)	Management charges	(146)
(986)	HM Revenue and Customs	(1,144)
(673)	Unpaid benefits	(440)
(2,322)	Other current liabilities	6,334)
<b>(4,708)</b>	<b>Total Current Liabilities</b>	<b>(8,064)</b>
<b>10,787</b>	<b>Net Current Assets</b>	<b>9,556</b>

**Note 16 - Taxes on Income**

<b>2019/2020</b>	<b>Taxes on Income</b>	<b>2020/2021</b>
<b>£000</b>		<b>£000</b>
0	Withholding tax - fixed interest securities	0
351	Withholding tax - equities	0
<b>351</b>	<b>Total Taxes on Income</b>	<b>0</b>

The Fund retains the following taxation status:

- VAT input tax is recoverable on all fund activities by virtue of Buckinghamshire Council being the administering authority.
- The Fund is an exempt approved fund under the Finance Act 2004 and is therefore not liable to UK income tax or capital gains tax.
- Income earned from investments overseas in certain countries is subject to withholding tax, unless an exemption is available.

## Note 17 - Actuarial Position of the Fund

In accordance with Regulation 62 of the Local Government Pension Scheme Regulations 2013 (as amended), the Fund's actuary, Barnett Waddingham LLP, undertakes a funding valuation every three years to review the financial position of the Fund and to set appropriate contribution rates for each employer in the Fund for the forthcoming triennial period. The last such valuation took place as at 31 March 2019. The next valuation will take place as at 31 March 2022.

On 31 March 2019, the market value of the assets held were £3,007.020m, sufficient to cover 94% of the accrued liabilities assessed on an ongoing basis. All employers are projected to be fully funded by no later than 31 March 2035. The primary rate of contribution is the employers' share of the cost of benefits accruing in each of the three years beginning 1 April 2020 and is 18.2% of payroll. In addition, each employer pays a secondary contribution rate based on their particular circumstances, the secondary contribution rate across the whole Fund averages 3.9% in 2020/2021, 4.0% in 2021/22 and 4.1% in 2021/22.

The results of the valuation are that the past service funding level of the Fund as a whole has increased from 87% to 94% between 31 March 2016 and 31 March 2019. The improvement of the Funding position since the previous valuation is mainly due to good investment returns and employer contributions. To produce the future cashflows or liabilities and their present value Barnett-Waddingham formulate assumptions about the factors affecting the Fund's future finances such as inflation, salary increases, investment returns, rates of mortality, early retirement and staff turnover etc. The Fund's actuary undertook an interim valuation as at 31 March 2021 which showed that the funding level had decreased to 92%. The estimated funding position is based on market movements since 31 March 2020 rather than being a full valuation with updated member data.

The main assumptions used in the valuation were:

### Financial assumptions

- |                     |       |
|---------------------|-------|
| • Discount rate     | 2.35% |
| • Pension increases | 1.85% |
| • CPI inflation     | 1.85% |
| • Salary increases  | 2.85% |

## Note 18 - Actuarial Present Value of Promised Retirement Benefits

International Financial Reporting Standards (IFRS) requires the disclosure of the actuarial present value of promised retirement benefits. The Fund's Actuary has prepared a report which rolls forward the value of the Employers' liabilities calculated for the Triennial valuation as at 31 March 2019. On an IAS 19 basis the Actuary estimates that the net liability as at 31 March 2021 is £2,518m (31 March 2020 £1,647m), but figures calculated on an IAS 19 basis are not relevant for calculations undertaken for funding purposes or for other statutory purposes undertaken under UK pensions legislation. The Fund accounts do not take account of liabilities to pay pensions and other benefits in the future.

For the Triennial Valuation the actuary asks the question – what is the value of the assets required based on existing investment strategy to be sufficient to meet future liabilities? For IAS 19 valuations, however, the actuary asks the question – how much would need to be borrowed on the corporate bond market to meet future liabilities?

The expected returns on the assets actually held will be different from borrowing costs, and so different amounts are required. This manifests itself in different discount rates being used in each type of valuation, and so different values are placed on the same liabilities.

31 March 2020		31 March 2021
£000		£000
4,549,742	Present value of funded obligation	6,146,928
(2,902,913)	Fair value of scheme assets	(3,628,709)
<b>1,646,829</b>	<b>Net Liability</b>	<b>2,518,219</b>

The Present Value of Funded Obligation consists of £6,052m (£4,446m at 31 March 2020) in respect of Vested Obligation and £95m (£104m at 31 March 2020) in respect of Non-Vested Obligation. Vested benefits are the benefits that employees have a right to receive even if they do not render services to the employer. In other words, the employees will receive their vested benefits even if they stop working for the employer. Thus, non-vested benefits are the benefits an employee can receive in the future if he or she continues providing services to the employer. The liabilities above are calculated on an IAS19 basis and therefore differ from the results of the triennial funding valuation (see Note 17) because IAS19 stipulates a discount rate rather than a rate that reflects market rates. The main assumptions used were:

31 March 2020		31 March 2021
2.65%	RPI increases	3.20%
1.85%	CPI increases	2.85%
2.85%	Salary increases	3.85%
1.85%	Pension increases	2.85%
2.35%	Discount rate	2.00%

These assumptions are set with reference to market conditions at 31 March. The Actuary's estimate of the duration of the Fund's past service liabilities is 22 years. An estimate of the Fund's future cashflows is made using notional cashflows based on the estimated duration above. These estimated cashflows are then used to derive a Single Equivalent Discount Rate (SEDR). The discount rate derived is such that

the net present value of the notional cashflows, discounted at this single rate, equates to the net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve (where the spot curve is assumed to be flat beyond the 30 year point). This is consistent with the approach used at the previous accounting date.

Similarly, to the approach used to derive the discount rate, the Retail Prices Index (RPI) increase assumption is set using a Single Equivalent Inflation Rate (SEIR) approach, using the notional cashflows described above. The single inflation rate derived is that which gives the same net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve, as applying the BoE implied inflation curve. As above, the Merrill Lynch AA rated corporate bond yield spot curve is assumed to be flat beyond the 30-year point and the BoE implied inflation spot curve is assumed to be flat beyond the 40-year point. This is consistent with the approach used at the previous accounting date. As future pension increases are expected to be based on CPI rather than RPI, the Actuary has made a further assumption about CPI which is that it will be 0.8% below RPI i.e. 1.85%.

Salaries are assumed to increase at 1.0% above CPI. This differs from the salary increase assumption at the previous accounting date and has been updated in line with the most recent funding valuation. The liabilities include an allowance for the Court of Appeal judgement in relation to the McCloud & Sargeant cases which related to age discrimination within the Judicial & Fire Pension schemes respectively.

### **Demographic/Statistical assumptions**

The actuary has adopted a set of demographic assumptions that are consistent with those used for the most recent Fund valuation, which was carried out as at 31 March 2019. The post retirement mortality tables adopted are the S3PA tables with a multiplier of 110% for males and 95% for females. These base tables are then projected using the CMI 2018 Model, allowing for a long-term rate of improvement of 1.25% p.a., smoothing parameter of 7.5 and an initial addition to improvements of 0.5% pa. The assumed life expectations from age 65 are:

<b>Life expectancy from age 65 (years)</b>	<b>31 March 2020</b>	<b>31 March 2021</b>
<b>Retiring today</b>		
Males	21.8	21.6
Females	25.1	25.0
<b>Retiring in 20 years</b>		
Males	23.2	22.9
Females	26.5	26.4

The actuary also assumed that:

- Members will exchange half of their commutable pension for cash at retirement;
- Members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age; and
- The proportion of the membership that had taken up the 50:50 option at the previous valuation date will remain the same.

## Note 19 - Contingent Liabilities and Contractual Commitments

Outstanding contractual commitments at 31 March 2021 relate to outstanding call payments due on unquoted limited partnership funds held in the private equity, resources, global real estate and infrastructure parts of the portfolio. The amounts “called” by the Funds are irregular in both size and timing over several years from the date of each original commitment. The undrawn amount, the outstanding commitment, for each of these contracts is shown in the table below:

<b>Outstanding Capital Commitments</b>	<b>31 March 2020</b>	<b>31 March 2021</b>
	<b>£000</b>	<b>£000</b>
Brunel Infrastructure Cycle 2	250,000	233,826
Brunel Private Debt Cycle 2	130,000	130,000
Brunel Private Equity Cycle 2	120,000	119,094
Brunel Infrastructure Cycle 1	61,095	51,473
Brunel Private Equity Cycle 1	64,240	55,658
Pantheon Asia Fund V LP	1,587	1,436
Pantheon Asia Fund VI LP	18,506	3,441
Pantheon USA Fund VII Limited	1,168	1,057
Pantheon USA Fund VIII Feeder LP	4,517	4,014
Pantheon Global Secondary Fund IV Feeder LP	4,063	1,481
Partners Group Global Resources 2009, LP	3,435	3,079
Pantheon Europe Fund V “A” LP	854	860
Pantheon Europe Fund VI LP	3,061	3,084
Partners Group Global Real Estate 2008 SICAR	1,781	1,707
Partners Group Global Infrastructure 2009 SICAR	2,806	2,690
	<b>667,114</b>	<b>612,900</b>

On 31 March 2021 there were 2 group transfers to the Fund being negotiated with other Funds (3 on the 31 March 2020), the value of 1 of the transfers to the Fund is £1,095k and has been accrued. 1 of the transfers, calculations have not been carried out yet.

On 31 March 2021 there were 4 group transfers from the Fund being negotiated with other Funds (3 on the 31 March 2020), the value of 3 of the transfers to the Fund is £5,379k and has been accrued. 1 of the transfers, calculations have not been carried out yet.

## Note 20 - Additional Voluntary Contributions (AVCs)

AVC providers secure additional benefits on a money purchase basis for those members electing to pay additional voluntary contributions. The AVC providers to the Fund are Prudential and Scottish Widows. Prudential invests in several funds including with profits accumulation, deposit and discretionary funds. Scottish Widows invests in a range of funds to suit Scheme members' changing lifestyles. These amounts are not included in the pension fund accounts in accordance with Regulation 4(1)(b) of the Local Government Pension Scheme (Management and Investment of funds) Regulations 2016.

<b>2019/2020 £000</b>	<b>Prudential</b>	<b>2020/2021 £000</b>
4,740	Value of AVC fund at beginning of year	4,727
0	Correction opening value	
622	Employees' contributions and transfers in	
160	Investment income and change in market value	
(795)	Benefits paid and transfers out	
<b>4,727</b>	<b>Value of AVC fund at year end</b>	

*Information for the above table has been delayed by Prudential. Prudential are working on this and will have the information in time for the final accounts publication.*

<b>Restated 2019/2020 £000</b>	<b>Scottish Widows</b>	<b>2020/2021 £000</b>
2,838	Value of AVC fund at beginning of year	2,087
0	Correction opening value	0
72	Employees' contributions	63
(143)	Investment income and change in market value	292
(680)	Benefits paid and transfers out	(285)
<b>2,087</b>	<b>Value of AVC fund at year end</b>	<b>2,157</b>

## Note 21 - List of Scheduled and Admitted Bodies

### Scheduled Bodies

Buckinghamshire Council	Newton Longville Parish Council
Buckinghamshire Fire and Rescue Service	Olney Town Council
Thames Valley Police	Penn Parish Council
Milton Keynes Council	Piddington & Wheeler End Parish Council
Milton Keynes Development Partnership	Princes Risborough Town Council
PCC for Thames Valley	Shenley Brook End and Tattenhoe Parish Council
	Shenley Church End Parish Council
Amersham Town Council	Stantonbury Parish Council
Aston Clinton Parish Council	Stony Stratford Town Council
Aylesbury Town Council	Taplow Parish Council
Beaconsfield Town Council	Waddesdon Parish Council
Bletchley & Fenny Stratford Town Council	Wendover Parish Council
Bradwell Parish Council	West Bletchley Town Council
Broughton & Milton Keynes Parish Council	West Wycombe Parish Council
Buckingham Town Council	Weston Turville Parish Council
Burnham Parish Council	Winslow Town Council
Campbell Park Parish Council	Woburn Sands Town Council
Chalfont St Giles Parish Council	Wolverton & Greenleys Town Council
Chepping Wycombe Parish Council	Wooburn & Bourne End Parish Council
Chesham Bois Parish Council	Woughton Community Council
Chesham Town Council	
Chiltern Crematorium	Abbey View Primary School
Chilterns Conservation Board	Alfriston School
Coldharbour Parish Council	Amersham School
Coleshill Parish Council	Ashbrook School
Gerrards Cross Parish Council	Aspire Schools
Great Missenden Parish Council	Aylesbury College
Hambleden Parish Council	Aylesbury Grammar School
Hanslope Parish Council	Aylesbury High School
Hazlemere Parish Council	Aylesbury Vale Academy
Hughenden Parish Council	Beaconsfield High School
Iver Parish Council	Bearbrook Combined & Pre-school
Ivinghoe Parish Council	Bedgrove Infant School
Kents Hill & Monkston Parish Council	Bedgrove Junior School
Lacey Green Parish Council	Beechview Academy
Lane End Parish Council	Bourne End Academy
Little Marlow Parish Council	Bourton Meadow Academy
Little Missenden Parish Council	Bridge Academy
Longwick-cum-Ilmer Parish Council	Brill CofE Combined School
Loughton & Great Holm Parish Council	Brookmead School
Marlow Bottom Parish Council	Brookward School
Marlow Town Council	Brushwood Junior School
Mentmore Parish Council	Buckinghamshire New University
New Bradwell Parish Council	Buckinghamshire University Technical College
Newport Pagnell Town Council	Burnham Grammar School

Bushfield School	Jubilee Wood Primary School
Castlefield School	Kents Hill Park School
Chalfonts Community College	Kents Hill School
Chalfont St Peter CE Academy	Khalsa Secondary Academy
Chalfont Valley E-Act Academy	Kingsbridge Education Trust (MAT)
Charles Warren Academy	Knowles Primary School
Chepping View Primary Academy	Lace Hill Academy
Chesham Bois CofE Combined School	Lent Rise Combined School
Chesham Grammar School	Longwick CofE Combined School
Chestnuts Academy	Lord Grey Academy
Chiltern Hills Academy	Loudwater Combined School
Chiltern Way Academy	Loughton School
Christ the Sower Ecumenical Primary School	Middleton Primary School
Cottesloe School	Milton Keynes Academy
Curzon School	Milton Keynes College
Danesfield School	Milton Keynes Education Trust
Denbigh School	Monkston Primary Academy
Denham Green E-Act Academy	Moorland Primary School
Dorney School	New Bradwell School
Dr Challoner's Grammar School	New Chapter Primary School
Dr Challoner's High School	Oakgrove School
Edlesborough School	Olney Infant School
Elmhurst School (Academy)	Olney Middle Academy
Elmtree Infant and Nursery School	Orchard Academy
EMLC Academy Trust	Ousedale School
Fairfields Primary School	Overstone Combined School
George Grenville Academy	Oxford Diocesan Bucks School Trust (MAT)
Germander Park School	Oxley Park Academy
Gerrards Cross CoE School	Padbury CofE School
Glastonbury Thorn First School	Portfields Combined School
Great Horwood CofE Combined School	Princes Risborough Primary School
Great Kimble CoE School	Princes Risborough School
Great Kingshill CoE Combined School	Rickley Park Primary School
Great Marlow School	Royal Grammar School
Great Missenden CoE Combined School	Royal Latin School
Green Park School	St John's CofE Combined School
Green Ridge Academy	St Mary & St Giles CofE School
Hamilton Academy	St Mary's CofE Combined School
Heronsgate School	St Nicolas' CE Combined School Taplow
Heronshaw School	St Paul's RC School
Holmer Green Senior School	Seer Green CofE School
Holmwood School	Shenley Brook End School
Holne Chase Primary School	Shepherdswell School
Ickford School	Sir Henry Floyd Grammar School
Inspiring Futures Through Learning	Sir Herbert Leon Academy
Ivingswood Academy	Sir Thomas Fremantle Academy
John Colet School	Sir William Borlase's Grammar School
John Hampden Grammar School	Sir William Ramsay School

Southwood Middle School  
Stanton School  
Stantonbury Campus  
Stephenson Academy  
The Beaconsfield School  
The Hazeley Academy  
The Highcrest Academy  
The Misbourne School  
The Premier Academy  
The Radcliffe School  
Thomas Harding Junior School  
Two Mile Ash School  
  
Waddesdon CoE School  
Walton High  
Water Hall Primary School  
Waterside Combined School  
Watling Academy  
West Wycombe Combined School  
Whitehouse Primary School  
Wooburn Green Primary Academy  
Woodside Junior School  
Wycombe High School  
Wyvern School

### **Admitted Bodies**

Acorn Childcare  
Alliance in Partnership (BPPS)  
Alliance in Partnership (BPS)  
Alliance in Partnership (TWOMA)  
Ambassador Theatre Group  
Ambient Support  
Ashridge Security Management  
Aspens Services Ltd  
Avalon Cleaning Services (Langland School)  
Birkin Cleaning Services (Shenley Brook End)  
Buckinghamshire Local Enterprise Partnership  
Buckinghamshire Music Trust  
Bucks Association of Local Councils  
Bucks County Museum Trust  
Busy Bee Cleaning Services Ltd (Walton High)  
Busy Bee Cleaning Services Ltd (BC)  
C-SALT (Woughton Leisure Centre)  
Capita (WDC)  
Caterlink Ltd (Chiltern Hills Academy)  
Chartwells Ltd (Oakgrove School)  
Chiltern Rangers CIC  
Cleantec Services Limited (Denham Academy)  
Cleantec Services Limited (MK Academy)  
Cleantec Services Limited (Oakgrove School)  
Cleantec Services Limited (Radcliffe School)  
Cucina Restaurants Ltd (Denbigh School)  
Cucina Restaurants Ltd (Walton High)  
Derwent Facilities Management Ltd  
Everyone Active Ltd  
Excelcare  
Fremantle Trust  
Fujitsu Services Limited  
Hayward Services Ltd (John Colet)  
Hightown Housing Association Ltd  
  
Innovate Ltd  
Kids Play Ltd  
Manpower Direct Ltd  
Mears Group plc  
Mercury Infrastructure Limited  
NSL Services Group  
Oxfordshire Health NHS Foundation Trust  
Paradigm Housing Association  
Places for People Leisure (Newport Pagnell TC)  
Places for People Leisure (WDC)  
Police Superintendents Association Limited  
Red Kite Community Housing Ltd  
Ringway Infrastructure Services  
Ringway Jacobs  
RM Education  
Serco (MKC)  
Serco (MKC Recreation & Maintenance)  
Sports Leisure Management  
Thrift Activity Farm Ltd  
Turn It On Ltd  
Vale of Aylesbury Housing Trust  
Wolverton & Watling Way Pools Trust  
Wycombe Heritage and Arts Trust



## Pension Fund Committee Forward Plan

5 July 2021

Agenda Item	Author	Cyclical Item?
Appointment of Vice-Chairman	--	Every meeting
Apologies	--	Every meeting
Declarations of interest	--	Every meeting
Buckinghamshire Pension Board Draft Minutes	Steve Mason	Every 3 months
Communication Policy Statement	Claire Lewis-Smith	Ad hoc
Administering Authority Discretionary Policy	Claire Lewis-Smith	Triennial
External Audit Plan	Grant Thornton	Annual
Draft Pension Fund Accounts	Rachael Martinig	Annual
Forward Plan	Julie Edwards	Every meeting
Exclusion of Press and Public		
Confidential Minutes		
Buckinghamshire Pension Board Confidential Minutes	Steve Mason	Every 3 months
Pension Fund Performance	Julie Edwards	Quarterly
Brunel Pension Partnership Update	Brunel Pension Partnership	Ad hoc
Investment Strategy Update	Mercer	Ad hoc
Date of next meeting / AOB	--	

09 September 2021

Agenda Item	Author	Cyclical Item?
Apologies	--	Every meeting
Declarations of interest	--	Every meeting
Minutes	--	Every meeting
Buckinghamshire Pension Board Draft Minutes	Steve Mason	Every 3 months
Annual Accounts Audit 2020/21	Rachael Martinig /Grant Thornton	Annual
Pension Fund Annual Report 2020/21	Rachael Martinig	Annual
Breaches of the Law	Claire Lewis-Smith	Annual
Investment Strategy Statement	Mercer	Ad hoc
Forward Plan	Julie Edwards	Every meeting
Exclusion of Press and Public		
Confidential Minutes		
Buckinghamshire Pension Board Confidential Minutes	Steve Mason	Every 3 months
Pension Fund Risk Register	Julie Edwards	6 monthly
Pension Fund Performance	Julie Edwards	Quarterly
Brunel Pension Partnership Update - Responsible Investment	Brunel Pension Partnership	Ad hoc
Private Markets Training	Mercer	Ad hoc
Date of next meeting / AOB	--	

## Pension Fund Committee Forward Plan

18 November 2021

<b>Agenda Item</b>	<b>Author</b>	<b>Cyclical Item?</b>
Apologies	--	Every meeting
Declarations of interest	--	Every meeting
Minutes	--	Every meeting
Buckinghamshire Pension Board Draft Minutes	Steve Mason	Every 3 months
Forward Plan	Julie Edwards	Every meeting
Exclusion of Press and Public		
Confidential Minutes		
Buckinghamshire Pension Board Confidential Minutes	Steve Mason	Every 3 months
Pension Fund Performance	Julie Edwards	Quarterly
Brunel Pension Partnership Update - Private Markets	Brunel Pension Partnership	Ad hoc
Taskforce for Climate Related Financial Disclosures	Mercer	Ad hoc
Date of next meeting / AOB	--	

February 2022

<b>Agenda Item</b>	<b>Author</b>	<b>Cyclical Item?</b>
Apologies	--	Every meeting
Declarations of interest	--	Every meeting
Minutes	--	Every meeting
Buckinghamshire Pension Board Draft Minutes	Steve Mason	Every 3 months
Governance Compliance Statement	Claire Lewis-Smith	Annual
Treasury Management Service Level Agreement	Rachael Martinig	Annual
Forward Plan	Julie Edwards	Every meeting
Exclusion of Press and Public		
Confidential Minutes		
Buckinghamshire Pension Board Confidential Minutes	Steve Mason	Every 3 months
Pensions Administration - Additional Resources	Claire Lewis-Smith	Ad hoc
Pension Fund Risk Register	Julie Edwards	6 monthly
Pension Fund Performance	Julie Edwards	Quarterly
Brunel Pension Partnership Update		Ad hoc
Private Markets Update	Mercer	Ad hoc
Date of next meeting / AOB	--	

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank