

RHONDDA CYNON TAF PENSION BOARD

Minutes of the meeting of Rhondda Cynon Taf Pension Board held at The Pavilions, Clydach Vale on Friday, 22nd April 2016 at 9.30 a.m.

In Attendance:

Professor Hugh Coombs	Employer Representative (University of South Wales) and Chairman of the RCT Pension Board
Gwyn Williams	Employer Representative (South Wales Police)
Angela Pring	Member Representative (Actives/Deferred)
Rob Whites	Member Representative (Pensioners)

Officers:

Ian Traylor	RCTCBC Support
Stephanie Davies	RCTCBC Support
Tim Jenkins	RCTCBC Support
Zelda Maisey	RCTCBC Admin Support

36 DECLARATION OF INTEREST/CONFLICTS/CONFIDENTIALITY

There were no declarations of personal interests/conflicts in matters pertaining to the agenda and the confidential nature of proceedings was noted

37 MINUTES

AGREED to approve as an accurate record, the minutes of the meeting of the RCT Pension Board held on 27th January 2016.

38 SUMMARY OF ACTION POINTS RESULTING FROM THE MEETING OF THE PENSION BOARD ON 27th JANUARY 2016

The Board Members considered the summary of action points arising from the minutes of its last meeting and the status updates were noted.

39 INVESTMENT AND ADMINISTRATION PANEL

The Board Members received the minutes of the meeting of the RCT Pension Fund Investment and Administration Panel held on 21st March 2016 and following consideration thereof, it was **AGREED** –

- (1) To note the minutes of the last meeting of the Investment & Administration Panel.
- (2) To note that existing custody arrangements were being looked at and a legal opinion had been sought on the way forward in this matter.

- (3) To receive further information on the value of property investments classified as limited partnerships.
- (4) To request a review of the target currently set for dealing with `transfers-in' owing to lower priority being given to these due to increased workloads.
- (5) To request an independent review of the AVC funds currently offered by the Fund's `In-house AVC' partner, providing assurance that the fund options remain appropriate.

40 RISK MONITORING

The Board was presented with an assessment of the risks associated with the RCT Pension Fund and the control measures in place.

Following consideration of the document presented, the Board **AGREED** to note the information provided and that adding to the list of Pension Fund risks possible changes in government policies on pensions be drawn to the attention of the Investment & Administration Panel. This, in the context of known changes such as the abolition of NI contracting out and `capping' had implications for pension funds. Pre-budget press reports also indicated the Chancellor of the Exchequer was thinking about the possibility of further pension changes such as Pensions ISAs and flat rate tax relief for contributions to pensions potentially affecting the attractiveness of the LGPS scheme . These appeared to be deferred rather than abandoned by the 2016 Budget.

41 ANNUAL REVIEW OF KEY GOVERNANCE DOCUMENTS

The Board considered the outcome of the annual review of the Pension Fund's key governance documents which had been undertaken by the Pension Fund's Working Group.

Consideration was given to the following documents:

- Pension Fund Administration Strategy 2016
- Pension Fund Governance Policy Statement 2016
- Pension Fund Communication Policy Statement 2016
- RCT Pension Fund Compliance Statement 21016
- Funding Strategy Statement

Following a discussion, it was **AGREED** to welcome the review of the governance documents and to note that all documents will be available to view on the Pension Fund's website.

42 MEMBERS COMMUNICATIONS

The Board first received a copy of the latest edition of `Pension Connection' – the newsletter for retired members of the RCT Pension Fund which provided useful facts and information.

The Board then received a presentation from Tim Jenkins, Pension Fund System Administrator which provided an insight into a new online service entitled “My Pension Online” recently released to the Fund’s Pensioner Members.

During the presentation, it was noted that those who signed up through the ‘My Pension Online’ secure portal, were able to:

- Update their contact information with a click of a button
- Request a change of bank details online eliminating the need for them to complete a form, sign it and send it via Royal Mail
- View their payslip and P60 histories
- Run a benefit projection to illustrate what spouse or dependant pension is likely to be payable should the unfortunate happen

The Board noted the security steps required to direct pension members towards the new online service, ensuring the integrity of member data was maintained. It was acknowledged that further testing was required prior to implementing the deferred and active member modules, given the additional estimate calculation functionality available to them. The Board concurred with the phased approach being taken.

A discussion ensued around the type of calculators to be made available on the system for use by both active members and pensioners and, also, the level of information that needed to be provided by members regarding their Death Grant nominations.

43 MEMBERSHIP DATA

Year End Schedule

The Board Members were informed that the deadline for this year’s End of Year Schedule was 29th April 2016 and they were provided with a copy of the annual letter sent out to Employers regarding their submission of data in relation to members’ contributions. It was noted that the early submission of data allowed that data to be checked thoroughly to ensure that employees’ information was correct.

Annual Benefit Statement Plan

The Board Members were advised of the Annual Benefit Statement delivery plan which is timetabled such that all statements would be issued prior to 31st August 2016.

Valuation Timetable

The Board Members were provided with an indication of the timescales and intermediate steps in the valuation process along with information on the type of elements included in the core valuation service.

Gwyn Williams enquired whether or not the timing of the Pension Fund AGM could mirror the timescales of release of the individual employer results to help inform discussion with the Actuary at the AGM. It was pointed out that the early release of such data could aid employers in their budgeting processes for 2017/18. Ian Traylor confirmed that this could be logistically difficult given the staggered receipt of employer results between November and January, however, he would raise this at the Panel for consideration.

44 KNOWLEDGE AND UNDERSTANDING FRAMEWORK

Rob Whiles passed on his Development Record details to Officers and Gwyn Williams stated that he would pass on his Record following the meeting. It was noted that Angela Pring had already completed the Trustees Toolkit in October 2015.

The Board Members were advised to contact the Officers regarding future training requirements or opportunities.

45 OTHER BUSINESS

(1) Gwyn Williams queried whether there was any information available in terms of what changes would be required to Pensions Regulations in terms of 'Payment Caps' and the Board was informed by Ian Traylor that there was no update from L.G.A. or D.C.L.G. on this issue.

(2) It was **AGREED** that the next Board meeting would take place mid July 2016.

**PROFESSOR H. COOMBS
CHAIRMAN**

The meeting closed at 1.20 p.m.

**SUMMARY OF ACTION POINTS ARISING FROM THE MEETING OF THE RCT
PENSION BOARD HELD ON 22 APRIL 2016**

MINUTE	ACTION	RESPONSIBLE MEMBER/OFFICER	STATUS
39(3)	To receive further information on the value of property investments classified as limited partnerships.	SD	
39(4)	To request a review of the target currently set for dealing with 'transfers-in processed within 10 days' owing to lower priority being given to these due to increased workloads.	IT	
39(5)	To request an independent review of the AVC funds offered by the Fund's 'In-house AVC' partner providing assurance that the fund options remain appropriate.	IT	
40	Adding to the list of Pension Fund risks possible changes in government policies on pensions be drawn to the attention of the Investment & Administration Panel. This, in the context of known changes such as the abolition of NI contracting out and 'capping' had implications for pension funds. Pre-budget press reports also indicated the Chancellor of the Exchequer was thinking about the possibility of further pension changes such as Pensions ISAs and flat rate tax relief for contributions to pensions potentially affecting the attractiveness of the LGPS scheme . These appeared to be deferred rather than abandoned by the 2016 Budget.	IT	
45(2)	Arrangements to be made for next meeting to take place in July 2016	IT ZM	

