

These notes indicate the decisions taken at this meeting and the officers responsible for taking the agreed action. For background documentation please refer to the agenda and supporting papers available on the Council's web site ([www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk).)

If you have a query please contact Julie Dean (Tel: (01865) 815322; E-Mail: [julie.dean@oxfordshire.gov.uk](mailto:julie.dean@oxfordshire.gov.uk))

### **PENSION FUND COMMITTEE - FRIDAY, 11 MARCH 2016**

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<b>1. Apologies for Absence and Temporary Appointments</b>	Cllr David Wilmshurst attended for Cllr Patrick Greene. An apology was received from District Cllr James Fry.	Andrea Newman
<b>2. Declarations of Interest - see guidance note</b>	Councillors Fooks, Lilly, Owen, Service, Sibley and Service each declared personal interests as members of the Pension Fund Scheme under the provisions of Section 18 of the Local Government Act 1989.	Andrea Newman
<b>3. Minutes</b>  To approve the minutes of the meetings held on 4 December 2015 and 29 January 2016 (PF3) and to receive information arising from them.	The Minutes of the meetings held on 4 December 2015 and 29 January 2016 were approved and signed.  With regard to Minute 4/16, 29 January 2016, 'Future Collaboration - Proposal to Government' – Sean Collins confirmed that Oxfordshire's outline principles of a proposal for Project Brunel had been signed on behalf of this Committee and sent. All other Pension Fund Committees comprising Project Brunel had also agreed the same document. Discussion on the details was now underway.	Julie Dean  All to note
<b>4. Petitions and Public Address</b>	There were no requests to submit a petition or to make a public address.	





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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p>(e) <b>delegate authority to the Chief Finance Officer to make changes necessary to the Pension Fund Cash Management Strategy during the year, in line with changes to the County Council's Treasury Management Strategy;</b></p> <p>(f) <b>delegate authority to the Chief Finance Officer to open separate pension fund bank, deposit and investment accounts as appropriate; and</b></p> <p>(g) <b>delegate authority to the Chief Finance Officer to borrow money for the pension fund in accordance with the regulations.</b></p>	<p>(e) Agreed;</p> <p>(f) Agreed; and</p> <p>(g) Agreed.</p> <p>A training session be organised for members of the Committee on the Fire &amp; Rescue Pension Scheme.</p>	<p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p>
<p><b>7. Employer Management</b></p> <p>The report (HWB7) sets out the latest position in respect of the employers within the Oxfordshire Fund. It will include a review of the Administration Strategy and in particular the penalties to be imposed on employers for non-compliance with their responsibilities under the regulations. The report also includes any new requests for admission to the Fund, an update on previously approved applications and the write off of any amounts due to the Fund.</p> <p><b>The Committee is RECOMMENDED to:</b></p> <p>(a) <b>note the performance of scheme employers in making required returns;</b></p>	<p>(a) noted;</p>	<p>)</p> <p>)</p> <p>)</p> <p>)</p> <p>)</p>





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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>9. Corporate Governance - Voting</b></p> <p>The report (PF9) provides the Committee with information on the voting records of the Fund Managers, which they have exercised on behalf of the Fund.</p> <p><b><i>The Committee is RECOMMENDED to note the Fund's voting activities, and determine any issues they wish to follow up with specific fund managers, or in general.</i></b></p>	<p>Noted.</p>	<p>CFO(Sean Collins &amp; Greg Ley)</p>
<p><b>10. Pension Fund Scheme of Delegation</b></p> <p>In addition to the responsibilities listed in the Council's schemes of delegation, the Pension Fund Committee has delegated some additional responsibilities for functions specifically related to pension fund activities to officers.</p> <p>The Committee last approved the Pension Fund Scheme of Delegation at their meeting in June 2015. A number of minor amendments have been made to the scheme of delegation to reflect structural changes since the last approved version. References to the Chief Executive have been replaced with the Head of Paid Service, and references to the Principal Financial Manager – Treasury Management &amp; Pension Fund Investments have been replaced with Financial Manager – Pension Fund Investments.</p> <p><b><i>The Committee is RECOMMENDED to approve the Scheme of Delegation for the Pension Fund as set out in the attached Annex PF10.</i></b></p>	<p>Approved.</p>	<p>CFO(Sean Collins)</p>

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**PENSION FUND COMMITTEE - FRIDAY, 11 MARCH 2016**

<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>11. Overview of Past and Current Investment Position</b></p> <p>The Independent Financial Adviser will review the investment activity during the past quarter, present an overview of the Fund's position as at 31 December 2015, and highlight any key performance issues, with reference to the following tables:</p> <p><b><i>The Committee is RECOMMENDED to receive the tables and graphs, and that the information contained in them be borne in mind, insofar as they relate to items 15, 16, 17 and 18 on the agenda.</i></b></p> <p><b>EXCLUSION OF PRESS AND PUBLIC</b></p>	<p>Received.</p>	<p>Independent Financial Adviser</p>
<p><b>12. EXEMPT ITEMS</b></p> <p><b><i>The Committee is RECOMMENDED that the public be excluded for the duration of items 13, 14, 15, 16, 17, 18, 19 and 20 in the Agenda since it is likely that if they were present during those items there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified in relation to the respective items in the Agenda and since it is considered that, in all the circumstances of each case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</i></b></p>	<p>Agreed.</p>	
<p><b>13. Exempt Minutes</b></p> <p>To approve the exempt part of the Minutes of the meeting held on 4 December 2015 (PF13) and to receive information arising from them.</p>	<p>Approved and signed.</p>	<p>Julie Dean</p>



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## PENSION FUND COMMITTEE - FRIDAY, 11 MARCH 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p>3. <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that disclosure could distort the proper process of each of the 10 Committees negotiating the final proposal. It is intended that once all Committees have agreed the final proposal for submission to Government, the final proposal will become a public document. Disclosure would also prejudice the commercial position of the individual pension fund, and future negotiations with Fund Managers.</i></p>		
<p><b>14. Overview and Outlook for Investment Markets</b></p> <p>The report sets out an overview of the current and future investment scene and market developments across various regions and sectors; and provides the context for the consideration of the reports from the Fund Managers. The report itself does not contain exempt information and is available to the public. The Independent Financial Adviser will also report orally and any information reported orally will be exempt information.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to</i></p>		

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## PENSION FUND COMMITTEE - FRIDAY, 11 MARCH 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><i>members of the public present of information in the following prescribed category:</i></p> <p>3. <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.</i></p> <p><b>The Committee is RECOMMENDED to receive the report, tables and graphs, to receive the oral report, to consider any further action arising on them and to bear the Independent Financial Adviser's conclusions in mind when considering the Fund Managers' reports.</b></p>	<p>Received.</p>	<p>Independent Financial Adviser</p>
<p><b>15.UBS</b></p> <p>(1) The Independent Financial Adviser will report orally on the performance and strategy of UBS drawing on the tables at Agenda Items 11 and 14.</p> <p>(2) The representatives (Nick Irish and Digby Armstrong) of the Fund Manager will:</p> <p>(a) report and review the present investments of their part of the Fund and their strategy against the background of the current investment scene for the period which ended on 31 December 2015;</p> <p>(b) give their views on the future</p>		

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## PENSION FUND COMMITTEE - FRIDAY, 11 MARCH 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p>investment scene.</p> <p>In support of the above is their report for the period to 31 December 2015.</p> <p>At the end of the presentation, members are invited to question and comment and the Fund Managers to respond.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p>3. <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.</i></p> <p><b>The Committee is RECOMMENDED to note the main issues arising from the presentation and to take any necessary action, if required.</b></p>	<p>Noted.</p>	<p>CFO(Sean Collins/Greg Ley)</p>
<p><b>16. Wellington</b></p> <p>(1) The Independent Financial Adviser will report orally on the performance and strategy of Wellington drawing on the tables at Agenda Items 11 and 14.</p> <p>(2) The representatives (Ian Link and Nicola Staunton) of the Fund Manager will:</p>		

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RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p>(a) report and review the present investments of their part of the Fund and their strategy against the background of the current investment scene for the period which ended on 31 December 2015;</p> <p>(b) give their views on the future investment scene.</p> <p>In support of the above is their report for the period to 31 December 2015.</p> <p>At the end of the presentation, members are invited to question and comment and the Fund Managers to respond.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p>3. <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.</i></p> <p><b>The Committee is RECOMMENDED to note the main issues arising from the presentation and to take any necessary action, if required.</b></p>	<p>Noted.</p>	<p>CFO(Sean Collins/Greg Ley)</p>

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RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><b>17. Report of Main Issues arising from Reports of the Fund Managers not represented at this meeting</b></p> <p>The Independent Financial Adviser will report on <b>(PF17)</b> the officer meetings with Insight, Legal &amp; General and Baillie Gifford, as well as update the Committee on any other issues relating to the Fund Managers not present including issues in respect of the Private Equity Portfolio.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p>3. <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.</i></p> <p><b>The Committee is RECOMMENDED to note the main issues arising from the reports and to take any necessary action, if required.</b></p>	<p>Noted.</p>	<p>Independent Financial Adviser/ CFO(Sean Collins/Greg Ley)</p>
<p><b>18. Summary by the Independent Financial Adviser</b></p> <p>The Independent Financial Adviser will summarise any issues arising from the previous discussions with the Fund</p>	<p>No further comment.</p>	

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## PENSION FUND COMMITTEE - FRIDAY, 11 MARCH 2016

RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p>Managers and answer any questions from members.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p><i>3. Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice the trading activities of the fund managers involved and would prejudice the position of the authority's investments in funding the Pension Fund.</i></p>		
<p><b>19. Annual Review of the Independent Financial Adviser</b></p> <p>The report (PF19) reviews the work undertaken by the Independent Financial Adviser over the past 12 months, and invites the Committee to agree any feedback on the levels of service received and/or changes going forward.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p><i>3. Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the</i></p>		

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RECOMMENDATIONS FROM THE AGENDA	DECISIONS	ACTION
<p><i>exemption outweighs the public interest in disclosing the information.</i></p> <p><b>The Committee is RECOMMENDED to note the report and to consider if it wishes to offer any feedback to Mr Davis in relation to his performance as Independent Financial Adviser during the last year.</b></p>	<p>Noted and to thank Mr Davies for his frankness and for the professionalism he always employs in his role as Independent Financial Adviser.</p>	
<p><b>20. Exempt Item of Urgent Business - Possible Compensation Payment</b></p> <p>Under the provisions set out in Section 100B (4) of the Local Government Act 1972 (as amended), the Chairman of the meeting is of the opinion that the above exempt item can be taken following Agenda Item 19 as a matter of urgent business because of the reputational risk to the Fund of this not being dealt with in a timely manner. A report is attached.</p> <p><i>The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:</i></p> <p>3. <i>Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</i></p>	<p>Proposals agreed.</p>	<p>CFO(Sean Collins/Sally Fox)</p>

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<i>RECOMMENDATIONS FROM THE AGENDA</i>	<i>DECISIONS</i>	<i>ACTION</i>
<p><b>21. Corporate Governance and Socially Responsible Investment</b></p> <p>This item covers any issues concerning Corporate Governance and Socially Responsible Investment which need to be brought to the attention of the Committee.</p>	<p>The Chairman reported a continued receipt of emails relating to fracking/fossil fuel issues and the need to be aware as matters run down the Project Brunel line.</p>	
<p><b>22. Annual Pension Forum</b></p> <p>There will be an oral update on the Annual Pension Forum.</p>	<p>It was <b>AGREED</b> to hold the next Annual Pension Forum on Wednesday 18 January 2017.</p>	<p>All Members to note</p> <p>CFO(Sally Fox)</p>