



## Pensions Committee Supplementary Agenda

<b>Date:</b>	<b>Tuesday, 15 January 2013</b>
<b>Time:</b>	<b>6.00 pm</b>
<b>Venue:</b>	<b>Committee Room 1 - Wallasey Town Hall</b>

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### AGENDA

- 6 TREASURY MANAGEMENT STRATEGY - AMENDED REPORT  
(Pages 1-16)**
- 8 PROPERTY ARREARS (Pages 17-18)**
- 10 STATUTORY CONSULTATION - LGPS 2014: Draft Regulations  
on Membership, Contributions and Benefits.  
(Pages 21-24)**
- 11 EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE  
PUBLIC**

The following items contain exempt information.

RECOMMENDATION: That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by the relevant paragraphs of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

- 12 PROPERTY ARREARS - EXEMPT APPENDIX  
(Pages 25-26)**

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## WIRRAL COUNCIL

### PENSIONS COMMITTEE

15 JANUARY 2013

<b>SUBJECT:</b>	<b>TREASURY MANAGEMENT POLICY</b>
<b>WARD/S AFFECTED:</b>	<b>ALL</b>
<b>REPORT OF:</b>	<b>INTERIM DIRECTOR OF FINANCE</b>
<b>KEY DECISION</b>	<b>NO</b>

#### 1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to request that Members approve the treasury management policy statement and the treasury management annual plan and strategy for Merseyside Pension Fund for the year 2013/14.

#### 2.0 BACKGROUND AND KEY ISSUES

2.1 The Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice for Treasury Management in Public Services requires Pensions Committee to receive an annual report on the strategy and plan to be pursued in the coming year. The plan and strategy were last approved by the Pensions Committee on 17 January 2012.

2.2 The policy statement is attached as Appendix 1 to this report. It reflects the current scheme of delegation. The elements that have changed are:

a. Within Schedule 1 the £25m limit for cash left with the Custodian for internally managed has been removed, as it is subject to their market calls and the limit for the Fund's Custodian increased from £50m to £100m. The cash with the Custodian is held within a money market fund and the risk of default is managed by a diversified portfolio.

b. Within schedule 5 there are some changes to staffing following the completion of the restructure at MPF.

#### 2.3 Plan and strategy

- MPF will comply with the twelve treasury management practices set out in the treasury management policy statement.
- The portfolio arrangements outlined in schedule 1 to the policy statement and shown below will be maintained. The purpose of the ranges around the core positions is to allow the internal investment team to effectively manage the uncertainties currently being faced in the financial environment. The core position remains at 1% of Fund assets following the change to the strategic asset allocation approved on 16 November 2010.

Core Position  
%

Range  
%

Call Funds/ Overnight maturities	0.5	0.5 – 1.0
Deposits 1 month to 6 months	0.25	0.0 – 0.5
Deposits up to one year	0.25	0.0 – 0.25
TOTAL	1.0	

- The main aims when managing liquid resources are: the security of capital, the liquidity of investments, matching inflows from lending to predicted outflows, and an optimum return on investments commensurate with proper levels of security and liquidity.
- The UK Bank Rate has been maintained at 0.5% since March 2009, and is anticipated to remain at low levels throughout 2013/14. Short-term money market rates are likely to remain at low levels for an extended period which will have an impact on investment income.
- For MPF the achievement of high returns from treasury activity is of secondary importance when compared with the need to limit exposure of funds to the risk of loss.
- The maximum maturity for any single treasury management investment is 1 year.
- Counterparties are reviewed on a regular basis using a range of information sources including credit rating agencies, internal research (both from the treasury team and internal investment managers), information from brokers, advice given by the treasury management consultants, information on Government support for banks and the credit ratings of that Government support. The Fund is in a position to use a wide range of research from its investment activities to support this and achieve the aim set out in the CIPFA guidance to place a greater emphasis on acceptable credit quality rather than a focus purely on credit ratings for counterparties.

### **3.0 RELEVANT RISKS**

- 3.1 The treasury management policy statement is mainly concerned with the mitigation of risks.

### **4.0 OTHER OPTIONS CONSIDERED**

- 4.1 Not relevant for this report.

### **5.0 CONSULTATION**

- 5.1 Not relevant for this report.

### **6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

- 6.1 There are no implications arising directly from this report.

### **7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS**

- 7.1 There are no implications arising directly from this report.

### **8.0 LEGAL IMPLICATIONS**

8.1 There are no implications arising directly from this report.

## **9.0 EQUALITIES IMPLICATIONS**

9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?  
(b) No because there is no relevance to equality.

## **10.0 CARBON REDUCTION IMPLICATIONS**

10.1 There are no carbon usage implications, nor any other relevant environmental issues arising from this report.

## **11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

11.1 There are no planning or community safety implications arising from this report.

## **12.0 RECOMMENDATION/S**

12.1 That Members approve the treasury management policy statement and the treasury management annual plan and strategy for Merseyside Pension Fund for the financial year 2013/14.

## **13.0 REASON/S FOR RECOMMENDATION/S**

13.1 The approval of the treasury management policy statement and the treasury management annual plan and strategy for Merseyside Pension Fund by Pensions Committee forms part of the governance arrangements of Merseyside Pension Fund. These arrangements were approved by Pensions Committee as part of the Statement of Investment Principles on 20 November 2012.

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## **APPENDICES**

The Treasury Management Policy Statement 2013/14 is attached as appendix 1 to this report.

## **REFERENCE MATERIAL**

CIPFA Treasury Management Code of Practice and Guidance Notes.

## **SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
Pensions Committee – Treasury Management Policy and Strategy 2010/11	13 January 2010
Pensions Committee – Treasury Management Annual Report 2009/10	28 June 2010
Pensions Committee – Treasury Management Policy and Strategy 2011/12	11 January 2011

Pensions Committee – Treasury Management Annual Report 2010/11	27 June 2011
Pensions Committee – Treasury Management Policy and Strategy 2012/13	17 January 2012
Pensions Committee – Treasury Management Annual Report 2011/12	25 June 2012

## **MERSEYSIDE PENSION FUND TREASURY MANAGEMENT POLICY STATEMENT**

### **1 INTRODUCTION**

- 1.1 Merseyside Pension Fund adopts the key principles of 'CIPFA's Treasury Management in the Public Services: Code of Practice' (the Code), as described in Section 4 of that Code.
- 1.2 Accordingly the Fund will create and maintain, as the cornerstones for effective treasury management:
  - This treasury management policy statement stating the policies, objectives and approach to risk management of its treasury management activities
  - Suitable treasury management practices (TMPs), setting out the manner in which this organisation will seek to achieve these policies and objectives, and prescribing how it will manage and control these activities.

### **2 DELEGATION**

- 2.1 Pensions Committee will receive reports on its treasury management policies, practices and activities including an annual strategy and plan in advance of each financial year and an annual report after its close. The Investment Monitoring Working Party (IMWP) will receive interim reports on treasury management.
- 2.2 Pensions Committee is responsible for the implementation and regular monitoring of its treasury management policies and practices and will delegate execution and administration of treasury management decisions to the Director of Finance who will act in accordance with this policy statement, TMPs and CIPFA's Standard of Professional Practice on Treasury Management.
- 2.3 The IMWP is responsible for ensuring effective scrutiny of the treasury management strategy, policies and performance.

### **3 DEFINITION**

- 3.1 Treasury management activities are defined as: the management of the Fund's cash flows, its banking, money market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
- 3.2 The Fund regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on the risk implications for the Fund.
- 3.3 The Fund acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore

committed to the principles of achieving best value in treasury management and to employing suitable performance measurement techniques within the context of effective risk management.

## **TREASURY MANAGEMENT PRACTICES (TMPs)**

### **4 TMP 1 RISK MANAGEMENT**

- 4.1 The Director of Finance will design, implement and monitor all arrangements for the identification, management and control of treasury management risk and will report annually on the adequacy/suitability thereof, and will report, as a matter of urgency, the circumstances of any actual or likely difficulty in achieving the Fund's objectives.
- 4.2 The Fund regards a key objective of its treasury management activities to be the security of the principal sums it invests. Accordingly, it will ensure that its counterparty lists and limits reflect a prudent attitude towards organisations with whom funds may be deposited, and will limit its investment activities to the instruments, methods and techniques referred to in TMP 4 and listed in the schedule (4.1, 4.2) to this document. It also recognises the need to have, and will therefore maintain, a formal counterparty policy in respect of those organisations with whom it may enter into financing arrangements.
- 4.3 The Fund will ensure that it has adequate though not excessive cash resources to enable it at all times to have the level of funds available to it, which are necessary for the achievement of its business objectives.
- 4.4 The Fund will manage its exposure to interest rates with a view to securing its interest revenue as far as is possible within cash flow constraints and by the prudent use of permissible instruments.
- 4.5 The Fund will achieve these objectives by the prudent use of its approved investment instruments, methods and techniques, primarily to create stability and certainty of costs and revenues, but at the same time retaining a sufficient degree of flexibility to take advantage of unexpected, potentially advantageous changes in the level and structure of interest rates. The above are subject at all times to the consideration and, if required, approval of any policy or budgetary implications.
- 4.6 It will manage its exposure to fluctuations in exchange rates so as to minimise any detrimental impact.
- 4.7 The Fund will ensure that all of its treasury management activities comply with its statutory powers and regulatory requirements. It will demonstrate such compliance, if required to do so, to all parties with whom it deals in such activities. In framing its counterparty list it will ensure that there is evidence of counterparties' powers, authority and compliance in respect of the transactions they may effect with the organisation, particularly with regard to duty of care and fees charged.
- 4.8 The Fund recognises that future legislative or regulatory changes may impact on its treasury management activities and so far as it is reasonably able to do so will seek to minimise the risk of these impacting adversely on the organisation.



4.9 The Fund will ensure that it has identified the circumstances, which may expose it to the risk of loss through fraud, error, corruption or other eventualities in its treasury management dealings. Accordingly, it will employ suitable systems and procedures, and will maintain effective contingency management arrangements, to these ends.

4.10 The Fund will seek to ensure that its stated treasury management policies and objectives will not be compromised by adverse market fluctuations in the value of the principal sums it invests, and will accordingly seek to protect itself from the effects of such fluctuations.

## **5 TMP 2 Performance Measurement**

5.1 The Fund is committed to the pursuit of value for money in its treasury management activities. Accordingly the treasury management will be the subject of ongoing analysis of the value it adds. It will be the subject of regular examinations of alternative methods of service delivery and the scope for other potential improvements. The performance of the treasury management function will be measured using the criteria set out in the schedule (2.1) to this document.

## **6 TMP 3 Decision Making and analysis**

6.1 The Fund will maintain full records of its treasury management decisions, and of the processes and practices applied in reaching these decisions, both for the purposes of learning from the past, and for demonstrating that reasonable steps were taken to ensure that issues relevant to those decisions were taken into account at the time. The issues to be addressed and processes and practices to be pursued in reaching decisions are detailed in the schedule (3.1, 3.2, 3.3, 3.4) to this document.

## **7 TMP 4 Approved Instruments, methods and techniques**

7.1 The Fund will undertake its treasury management activities by employing only those instruments, methods and techniques detailed in the schedule (4.1, 4.2) to this document.

## **8 TMP 5 Organisation, clarity and segregation of responsibilities, and dealing arrangements**

8.1 The Fund considers it essential for the purposes of effective control and monitoring of its treasury management activities, for the reduction of the risk of fraud or error, and for the pursuit of optimum performance, that these activities are structured and managed in a fully integrated manner and that there is at all times clarity of treasury management responsibilities.

8.2 The principle on which this will be based is a clear distinction between those charged with setting treasury management policies and those charged with implementing and controlling these policies, particularly with regard to the execution and transmission of funds, the recording and administering of treasury management decisions, and the audit and review of the treasury management function.

8.3 If and when the Fund intends, as a result of a lack of resources or other circumstances to depart from these principles, the “responsible officer” will ensure

that the reasons are properly reported and the implications properly considered and evaluated.

- 8.4 The Section 151 Officer is the responsible officer. The Responsible Officer shall ensure that there are clear written statements of the responsibilities for each post engaged in treasury management and the arrangements for absence cover. The responsible officer will also ensure that at all times those engaged in treasury management will follow the policies and procedures set out. The present arrangements are detailed in the schedule (5.5, 5.6, 5.7) to this document.
- 8.5 The responsible officer will ensure there is proper documentation for all deals and transactions, and that procedures exist for the effective transmission of funds.
- 8.6 The delegations to the responsible officer in respect of treasury management are set out in the schedule (5) to this document. The responsible officer will fulfil all such responsibilities in accordance with this policy statement and TMPs and the CIPFA Standard of Professional Practice on Treasury Management.

## **9 TMP 6 Reporting Requirements and Management Information Requirements**

- 9.1 The Fund will ensure that regular reports are prepared and considered on the implementation of its treasury management policies; on the effects of decisions taken and transactions executed in pursuit of these policies; on the implications of changes, particularly budgetary, resulting from regulatory, economic, market or other factors affecting its treasury management activities; and on the performance of the treasury management function.
- 9.2 Pensions Committee will receive an annual report on the strategy and plan to be pursued in the coming year.
- 9.3 An annual report on the performance of the treasury management function, on the effects of the decisions taken and the transactions executed in the past year, and on any circumstances of non-compliance with the Fund's treasury management policy statement and TMPs, will be received by the Pensions Committee.
- 9.4 The IMWP will receive interim reports on treasury management.

## **10 TMP 7 Budgeting, accounting and audit arrangements**

- 10.1 The budget for the treasury management function will be included as part of the budget for the Fund which is submitted to Pensions Committee on an annual basis.
- 10.2 The Fund will account for its treasury management activities, for decisions made and transactions executed, in accordance with appropriate accounting practices and standards, and with statutory and regulatory requirements in force for the time being.

## **11 TMP 8 Cash and cash flow management**

- 11.1 All monies in the hands of the Fund will be under the control of the Director of Finance and will be aggregated for cash flow and investment purposes. Cash flow projections will be prepared on a regular and timely basis, and the responsible

officer will ensure that these are adequate for the purposes of monitoring compliance with liquidity risk management. The present arrangements for preparing cash flow projections are set out in the schedule (8.1, 8.2) to this document.

## **12 TMP 9 Money Laundering**

- 12.1 The Fund is alert to the possibility that it may become subject of an attempt to involve it in a transaction involving the laundering of money. Accordingly it will maintain procedures for verifying and recording the identity of Counterparties and will ensure that staff involved in this are properly trained.

## **13 TMP 10 Training and Qualifications**

- 13.1 The Fund recognises the importance of ensuring that all staff involved in the treasury management function are fully equipped to undertake the duties and responsibilities allocated to them. It will therefore seek to appoint individuals who are both capable and experienced and will provide training for staff to enable them to acquire and maintain an appropriate level of expertise, knowledge and skills. I shall recommend and implement the necessary arrangements. The present arrangements are set out in the schedule (5.6) to this document.
- 13.2 I shall ensure that Pension Committee Members tasked with Pension Fund responsibilities have access to training relevant to their needs and responsibilities.

## **14 TMP 11 Use of external service providers**

- 14.1 The Fund recognises that responsibility for treasury management decisions remains with the Fund at all times. The Fund recognises there may be potential value of employing external providers of treasury management services, in order to acquire access to specialist skills and resources. When it employs such service providers, it will ensure it does so for reasons, which will have been subjected to a full evaluation of the costs and benefits. It will also ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.
- 14.2 The Fund will ensure, where feasible and necessary that a spread of service providers is used, to avoid over reliance on one or a small number of companies. Where services are subject to formal tender or re-tender arrangements, legislative requirements will always be observed. The monitoring of such arrangements rests with the Head of Pension Fund. Details of the current arrangements are set out in the schedule (9.1, 9.2) to this document.

## **15 TMP 12 Corporate Governance**

- 15.1 The Fund is committed to the pursuit of proper corporate governance throughout its businesses and services, and to establishing the principles and practices by which this can be achieved. Accordingly the treasury management function and its activities will be undertaken with openness and transparency, honesty, integrity and accountability.
- 15.2 The Fund has adopted and has implemented the key principles of the Code. This, together with the other arrangements detailed in the schedule to this document, are

considered vital to the achievement of proper corporate governance in treasury management and I shall monitor and, if and when necessary, report upon the effectiveness of these arrangements.

**MERSEYSIDE PENSION FUND:  
SCHEDULE TO TREASURY MANAGEMENT POLICY  
SCHEDULE 1:  
RISK MANAGEMENT**

1.1 The Fund has the following range of approved maximum limits for counterparties subject to meeting the high credit criteria determined by the Fund

<b>CATEGORY</b>	<b>LIMIT Per Institution/Group</b>
Fund's Bank	£50m
Approved Bank	£20m
Approved Building Societies	£15m
All Local Authorities	No limit
Money Market Funds with a Constant Net Asset value	£30m
Fund's Custodian (Money Market Fund) (Internal and External Managers guideline)	£100m
Fund's Custodian (Money Market Fund) (Securities Lending Collateral)	£50m

*Funds deposited with the Custodian do not form part of the Treasury Management team's decision-making, but represent cash with fund managers awaiting investment or cash collateral. Cash left by internal and external managers is subject to their market calls. Subject to the restrictions within their individual Investment Management Agreements, the aggregate of their deposits could potentially exceed the £50m guideline in certain situations. The cash with the custodian is held within a money market fund and the risk of default is diversified across a wide number of names.*

*At the time of placing a deposit, a maximum country limit of 10% of the cash portfolio in any single jurisdiction outside the UK will be maintained.*

1.2 Under exceptional circumstances e.g. transitional arrangements on appointment of new Investment Managers, these limits may be exceeded for a limited period with the prior written approval of the Head of Pension Fund and Fund Operating Group (FOG). Such instances will be reported to the following meeting of the IMWP.

1.3 The Fund and the administering Authority (Wirral Council) and its advisors, Arlingclose Ltd, select financial institutions after analysis and ongoing monitoring of:

- Published credit ratings for financial institutions (minimum long term rating of A- or equivalent for counterparties; AA+ or equivalent for non-UK sovereigns)

- Credit Default Swaps (where quoted)
- Economic fundamentals (for example Net Debt as a percentage of GDP)
- Sovereign support mechanisms
- Share Prices
- Corporate developments, news, articles, markets sentiment and momentum
- Subjective overlay – or, put more simply, common sense.
- Any institution can be suspended or removed should any of the factors identified above give rise to concern.

1.4 It remains the Fund’s policy to make exceptions to counterparty policy established around credit ratings, but this is conditional and directional. What this means is that an institution that meets criteria may be suspended, but institutions not meeting criteria will not be added.

1.5 The Fund is in a position to use a wide range of research from its investment activities to support this and achieve the aim set on the CIPFA guidance to place a greater emphasis on acceptable credit quality rather than purely credit ratings for counterparts

1.6 The Fund requires liquid resources to meet pension payments, investment commitments and administrative expenses. The cash flows from realization and purchase of investments can be large and concentrated and the Fund needs to maintain facilities and resources to meet these. On days when there is a significant transition of assets between asset managers, appropriate arrangements are made with the Fund’s bankers regarding the timings of the receipt and payments of cash flows (day light exposure).

1.7 The Fund’s cash flows are in balance, with outflows to pensioners matched by income from contributions. In an environment where a significant proportion of investment income is directly re-invested, the levels of liquid resources held need to be adequate. Pensions Committee and the IMWP have agreed the following base portfolio.

	Core Position	Range
	%	%
Call Funds/ Overnight maturities	0.5	0.5 – 1.0
Deposits 1 month to 6 months	0.25	0.0 – 0.5
Deposits up to one year	0.25	0.0 – 0.25
TOTAL	1.0	

1.8 It will manage its exposure to fluctuations in exchange rates. In general, the Fund will only hold foreign currencies to fund pending investment transactions thus limiting the exposure of treasury management activities to fluctuations in exchange rates so as to minimise any detrimental impact.

## **SCHEDULE 2: PERFORMANCE MEASUREMENT**

- 2.1 The performance of the Fund's investments are independently measured by WM Company. The performance of cash is included as part of this process and is benchmarked against an appropriate inter-bank rate. This performance measurement is subject to scrutiny by Pensions Committee and IMWP.
- 2.2 The costs of investment management generally including treasury management expenses are separately accounted for in the Annual Statement of Accounts. Comparisons are made between internal and external fund management costs.

## **SCHEDULE 3: DECISION MAKING AND ANALYSIS**

- 3.1 Decision-making is delegated as indicated in the management arrangements set out in schedule 5. Day to day decisions are constrained by the risk controls set out in the other schedules such as approved instruments and counterparties etc.
- 3.2 Tactical decision making by officers will seek to use information from brokers to meet cash flows whilst gaining maximum return within risk constraints. Officers will have access to up to date market information.
- 3.3 Strategic decision making by officers and members will seek to set in place a plan that meets the needs of the Pension Fund in relation to its overall investment plan. The external advisers to the Fund (actuary and independent advisers) will help to ensure that decisions are well informed.
- 3.4 A risk assessment form will be completed for each treasury management transaction, detailing the circumstances at the time the decision is made and providing evidence of the issues considered.

## **SCHEDULE 4: APPROVED INSTRUMENTS, METHODS AND TECHNIQUES**

- 4.1 The Fund will use the following instruments for its internally managed treasury management activities. The Fund does not use derivatives for risk control associated with the treasury management function but may hold derivatives for risk control within the overall portfolio and as investments (these may be held by internal and external managers )
  - AAA rated money market funds with a constant Net Asset Value
  - Call funds
  - Fixed term deposits with counterparties
  - Forward Fixed term deposits with counterparties
  - Structured Fixed term deposits with counterparties (See Note 1)
  - Cash at bank (RBS)

Note 1: these are effectively deposits which give MPF or deposit taker the option to cancel agreement or renegotiate duration/interest rate of the deposit at fixed periods agreed at commencement of the deposit. These products allow the internal team the opportunity to gain additional yield if their view on interest rates is correct, as the counterparty will have a contrarian view on either the direction or speed of interest rate changes.

4.2 The Fund will permit external fund managers to use all instruments permitted under the Investment Manager Agreement.

## **SCHEDULE 5: ORGANISATION, CLARITY AND SEGREGATION OF RESPONSIBILITIES, AND DEALING ARRANGEMENTS**

5.1 The structure for the treasury management functions is as follows:

### **Pensions Committee**

Oversees all aspects of Merseyside Pension Fund on behalf of Wirral Council and the other admitted bodies. Reviews investment strategy and overall administration of the Fund.

### **Investment Monitoring Working Party (IMWP)**

Makes recommendations to Pensions Committee following consultation with in-house managers and external advisers.

### **Section 151 Officer**

Responsibilities as set out in twelve Treasury Management Practices.

### **Fund Operating Group (FOG)**

Includes reviewing the day to day operation of the investments function.

### **Group Fund Accountant**

Responsible for team that undertakes treasury management activities.

5.2 The day to day transactions for treasury management are executed by the treasury management team supervised by the Fund Accountant (Compliance).

5.3 The transmission of Funds is carried out by the settlements team through electronic banking system and the recording of transactions is monitored by the Fund Accountant (Operations) ensuring an adequate separation of duties in the system.

5.4 The physical authorisation of the release of payments from the bank account is made by the Fund's authorised signatories as approved by Pensions Committee.

5.5 There are sufficient staff employed in the process to cover absences and maintain a separation of duties; the duties of staff are outlined in their job descriptions.

5.6 Staff currently involved in the system have an adequate level of relevant qualifications. Further training, as required, is made available as part of ongoing staff development:

Head of Pension Fund FCSI, ACIB



Group Accountant CPFA  
Fund Accountant (Compliance) AAT  
Fund Accountant (Operations) CIMA  
Senior Settlements Officer AAT  
Compliance & Valuations Officer ACA  
Investment Assistant Chartered MCSI

- 5.7 Dealing arrangements will be detailed within application forms (where applicable) and approved by an authorised signatory.
- 5.8 The Fund's policy is not to tape treasury management conversations, although faxed or emailed confirmation is required of the deal from the broker or directly from the counterparty (excluding deposits into call accounts) before the payment is released.
- 5.9 Treasury management facilities are set up with the approval of at least one of the Fund's authorised signatories.
- 5.10 Treasury management facilities provided on the internet will be agreed with the Head of Pension Fund and will be scrutinised by the Compliance Section to ensure all necessary controls are in place.

**SCHEDULE 6:  
REPORTING REQUIREMENTS AND MANAGEMENT INFORMATION ARRANGEMENTS**

- 6.1 The Fund will ensure that regular reports are prepared and considered on the implementation of its treasury management policies; on the effects of decisions taken and transactions executed in pursuit of these policies; on the implications of changes, particularly budgetary, resulting from regulatory, economic, market or other factors affecting its treasury management activities; and on the performance of the treasury management function.
- 6.2 Pensions Committee will receive an annual report on the strategy and plan to be pursued in the coming year.
- 6.3 An annual report on the performance of the treasury management function, on the effects of the decisions taken and the transactions executed in the past year, and on any circumstances of non-compliance with the Fund's treasury management policy statement and TMPs, will be received by the Pensions Committee.
- 6.4 The IMWP will receive interim reports on treasury management.

**SCHEDULE 7:  
BUDGETING, ACCOUNTING AND AUDIT ARRANGEMENTS**

- 7.1 The Fund will ensure that its auditors and those charged with regulatory review have access to all information and papers supporting the activities of the treasury management function as are necessary for the proper fulfillment of their roles, and that such information and papers demonstrate compliance with external and internal policies and approved practices. The information made available under present arrangements is detailed in the schedule (10.1) to this document.

## **SCHEDULE 8: CASH FLOW**

- 8.1 Given the unpredictable nature of cashflows in investment management and in the payment of lump sum benefits, the Fund is not able to forecast cash flows precisely. The Fund has designed its cash portfolio to meet the principal material predictable cash flows i.e. pension pay days, and retains a sufficient level of liquidity to cover other calls on cash.
- 8.2 The investments office maintains cash flow statements on a monthly basis updated weekly for predictable cash flows and uses this as a tool to assist the treasury management function.

## **SCHEDULE 9: USE OF EXTERNAL PROVIDERS**

- 9.1 The main providers of services to the Fund are money market brokers. As the Fund does not borrow funds it does not pay commission to the brokers. The performance of brokers is under regular review by staff.
- 9.2 The Fund's main clearing bank contract is the subject of regular tendering exercises.

## **SCHEDULE 10: CORPORATE GOVERNANCE AUDIT AND COMPLIANCE**

- 10.1 The Fund is administered by Wirral Council is subject to its corporate governance arrangements including regular internal audit and annual external audit. The treasury management function is examined by both of these audits regularly as a high priority area. I shall ensure that all documentation listed below is made available to auditors:
- Internal policies
  - Internal records of deals
  - Counterparty confirmations

## WIRRAL COUNCIL

### PENSIONS COMMITTEE

15 JANUARY 2013

<b>SUBJECT:</b>	<b>PROPERTY PORTFOLIO RENT ARREARS AND WRITE OFFS</b>
<b>WARD/S AFFECTED:</b>	<b>ALL</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF FINANCE</b>
<b>KEY DECISION</b>	<b>NO</b>

#### **1.0 EXECUTIVE SUMMARY**

- 1.1 The purpose of this report is to request that Members agree to the write off of £228,826 of unrecoverable rent arrears from the Fund's property portfolio.
- 1.2 Appendix 1 to the report, (A report from CBRE detailing property rent arrears), contains exempt information. This is by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972, i.e. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

#### **2.0 BACKGROUND AND KEY ISSUES**

- 2.1 As Members will be aware, CBRE are the managing agents for the Fund's property portfolio. Amongst other functions, they have responsibility for the collection of rent and management of arrears. On an annual basis they produce a report on uncollectable arrears which is attached as an appendix to this report.

#### **3.0 RELEVANT RISKS**

- 3.1 Not relevant for this report.

#### **4.0 OTHER OPTIONS CONSIDERED**

- 4.1 CBRE considers a number of actions for the recovery of rental arrears before any write off is recommended.

#### **5.0 CONSULTATION**

- 5.1 Not relevant for this report

#### **6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

- 6.1 There are no implications arising directly from this report.

#### **7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS**

- 7.1 The total amount recommended for write off in this report is £228,826 representing 1.44% of the total annual rental income of £15.9m for 2012/13.

## 8.0 LEGAL IMPLICATIONS

8.1 There are no implications arising directly from this report.

## 9.0 EQUALITIES IMPLICATIONS

9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(b) No because there is no relevance to equality.

## 10.0 CARBON REDUCTION IMPLICATIONS

10.1 There are no carbon usage implications, nor any other relevant environmental issues arising from this report.

## 11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are no planning or community safety implications arising from this report.

## 12.0 RECOMMENDATION/S

12.1 That Pensions Committee notes the report on arrears and approves the write-off of uncollectable property rental income of £228,826.

## 13.0 REASON/S FOR RECOMMENDATION

13.1 CBRE considers these rental arrears to be irrecoverable. The approval of the write off of irrecoverable rent arrears by Pensions Committee forms part of the governance arrangements of Merseyside Pension Fund.

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## APPENDICES

*The report from CBRE is attached as an exempt appendix to this report.*

## REFERENCE MATERIAL

No reference material used in the production of this report.

## SUBJECT HISTORY (last 3 years)

Council Meeting	Date
<b>Pensions Committee :</b>	
Write off of property Rental Arrears	17 <sup>th</sup> January 2012
Write off of property Rental Arrears	11 <sup>th</sup> January 2011
Write off of property Rental Arrears	13 <sup>th</sup> January 2010



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## WIRRAL COUNCIL

### PENSIONS COMMITTEE

15 JANUARY 2013

<b>SUBJECT:</b>	<b>STATUTORY CONSULTATION – LGPS 2014: DRAFT REGULATIONS ON MEMBERSHIP, CONTRIBUTIONS AND BENEFITS</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>
<b>REPORT OF:</b>	<b>INTERIM DIRECTOR OF FINANCE</b>
<b>RESPONSIBLE PORTFOLIO HOLDER:</b>	
<b>KEY DECISION</b>	NO

#### 1.0 EXECUTIVE SUMMARY

- 1.1 This report updates Members of the publication of the Department for Communities and Local Government (DCLG) consultation covering draft regulations in respect of membership, contributions and benefits for the LGPS from April 2014.

#### BACKGROUND AND KEY ISSUES

##### Reform of the LGPS

- 2.1 The statutory consultation with its associated draft regulations were issued on 21 December 2012 as the culmination of discussions and agreement being reached between the Government, Trade Unions and the LGA.
- 2.2 This consultation serves to be the first step towards establishing the regulatory framework for the new LGPS. The 55 draft regulations cover the core elements of the new Scheme and the complete document can be found at:  
<http://tinyurl.com/bb63vnu>
- 2.3 The key aspects are as follows;
- Career Average Revalued Earnings (CARE) benefit structure through the setting up of "Pension Accounts" for each employment
  - The Pension Accounts are based on a 49ths accrual rate
  - Revaluation of active members' benefits in line with a price index (currently Consumer Prices Index)
  - Pensions in payment to increase in line with a price Index (currently Consumer Prices Index)
  - Benefits to increase in any period of deferment in line with a price index (currently Consumer Prices Index)
  - A Normal Pension Age equal to the State Pension Age, which applies both to active members and deferred members (new scheme service only). If a member's State Pension Age rises, then Normal Pension Age will do so too for all post-2014 service

- The introduction of the 'Life balance' 50:50 contribution/accrual
- Revised employee contribution rates and a wider definition of Pensionable Pay including non-contractual overtime
- Early/late retirement factors from age 55 on an actuarially neutral basis
- A vesting period of two years
- Spouse and partner pensions to continue to be based on an accrual rate of 1/160 and three times death in service benefit
- Ill-health retirement pensions to be based on the current ill-health retirement arrangements.

There will also be transitional protection in respect of:

- All accrued rights are protected and those past benefits will be linked to final salary when members leave the scheme
- Protection underpin for members aged 57 to 59
- Rule of 85 protection as in the current scheme.

- 2.4 It should be noted the project group has worked closely with the DCLG and Trade Unions to ensure the draft regulations meet with the headline terms agreed between the respective stakeholders for the new Scheme design from April 2014
- 2.5 As the fundamental provisions of the reforms have been previously been consulted on informally with a favourable outcome, the Government has decided to operate a reduced consultation period of 7 weeks with a deadline for responses of 8 February 2013.
- 2.6 Merseyside Pension Fund will prepare and circulate its response on the technical details of the administrative ease and clarity of the regulations for approval to the Chair of Pensions Committee before formal submission to DCLG.
- 2.7 The draft regulations will be made under the Superannuation Act 1972, and will need to be revisited in the future to be made compatible with the Public Service Pension Bill once that is enacted as the primary legislation.
- 2.8 A separate consultation will follow shortly covering the remaining items of the new scheme and the areas of Fair Deal, Cost Control, Governance and Councillors' pensions.

### **3.0 RELEVANT RISKS**

- 3.1 There is the potential risk that the DCLG will fail to respond to clarifications and amend any significant drafting errors in time for Fund Actuaries to appropriately reflect the new Scheme benefit design when calculating Employers' Future Service Contribution Rates for financial years 2014/15, 2015/16 and 2016/17

### **4.0 OTHER OPTIONS CONSIDERED**

- 4.1 No other options have been considered.

### **5.0 CONSULTATION**



- 5.1 An informal consultation by Trade Unions has already taken place on behalf of contributing members of the LGPS.
- 5.2 In addition, the Local Government Association (LGA) has also conducted an informal consultation with employers during 2012.

## **6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

- 6.1 There are none arising from this report.

## **7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS**

- 7.1 The Fund needs to raise awareness of the Statutory Consultation to Employers

## **8.0 LEGAL IMPLICATIONS**

- 8.1 There are none arising from this report.

## **9.0 EQUALITIES IMPLICATIONS**

- 9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

The reforms to the LGPS have been assessed by Government with regard to equality.

## **10.0 CARBON REDUCTION IMPLICATIONS**

- 10.1 None arising from this report

## **11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

- 11.1 None arising from this report

## **12.0 RECOMMENDATION/S**

- 12.1 That Members note the report and agree that a technical response to the consultation be submitted to the DCLG; following approval by the Chair of Pensions Committee.

## **13.0 REASON/S FOR RECOMMENDATION/S**

- 13.1 There is a requirement for Members of the Pension Committee to be kept up to date with legislative developments to carry out their decision making role in order to enable them to make informed decisions.

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**REFERENCE MATERIAL**

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>

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

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