

Appendix 1

SUFFOLK COUNTY COUNCIL PENSION FUND COMMITTEE BUSINESS PLAN 2017/18

Introduction

1. The Local Government Pension Scheme (LGPS) provides pension benefits for certain employees within local government. It is governed by statute and the statutory responsibility for regulating the scheme lies with the Minister of State for the Department for Communities and Local Government.
2. The Suffolk LGPS Pension Fund is administered by Suffolk County Council with the statutory responsibilities for the scheme fulfilled by delegating the necessary powers to the Pension Fund Committee.
3. The Scheme is open to all County Council employees (except teachers and fire fighters who have their own scheme), employees of the Suffolk district and borough councils and employees of certain other public bodies (known as scheduled bodies) within Suffolk.
4. Parish and Town Councils may decide by designation to allow their employees to join the Pension Fund. The regulations also permit the Pension Fund Committee to admit to the Fund certain other bodies which provide public services.
5. All local government employees automatically become members of the scheme unless they choose to opt out.
6. The Business Plan deals with the management of the Pension Fund Committee's responsibilities for the Fund for the coming year.

Objectives

7. The Fund's investment strategy seeks to optimise the long-term investment return, in line with the level of risk that is considered appropriate in the light of the funding strategy.
8. The Fund's funding strategy seeks to minimise the employer contributions that are required, subject to taking a prudent long-term approach to funding the liabilities of the Fund and ensuring that employer contribution rates are stabilised as far as possible.
9. The Fund's administration strategy seeks to deliver a high quality service for the administration of scheme benefits for the members (employees and pensioners) of the Fund.

ACTION PLAN 2017/18

10. The key areas where action will be undertaken over the next 12 months are set out below.

Review of Strategic Asset Allocation and Investment Strategy

11. The Committee will review its strategic asset allocation and investment strategy, with the assistance of its investment advisers, Hymans Robertson and its independent adviser Mark Stevens.
12. The Committee will work with the ACCESS group to form a pool with other Funds that meets the Government's criteria for cost saving, whilst protecting the investment returns of the Suffolk Fund.

Monitoring of Investment Performance

13. The Committee will continue to review the investment performance of the Fund as a whole and its investment managers on a quarterly basis.

Actuarial Valuation and Funding Strategy

14. The Committee will continue to monitor the actuarial position of the Fund on a quarterly basis.

Governance

15. The Committee will continue to review its overall governance arrangements for the management of the Suffolk Pension Fund.
16. The Committee will work with the ACCESS Joint Committee to establish the pool which meets both the expectations of the Government's reforms and those of individual Funds.
17. The Committee will consider its training requirements and will set a training programme to ensure Pension Fund Committee members (and officers) develop their knowledge of the Pension Fund and investments.
18. The Committee will review the role of the independent investment advisor once the changes from pooling assets become clearer.
19. The Committee will keep the Fund's risk register under review.

Reporting and Communication

20. The Committee will report on performance to the Fund employers in September 2017. The Committee will publish the Fund's annual report and accounts for 2016/17 to comply with the statutory deadline of 1 December 2017.

21. The Committee will review the Fund's approach to communication in order to help improve understanding of the local government pension scheme among employers and scheme members.

Administration

22. Completion of the Guaranteed Minimum Pension (GMP) reconciliation process to ensure accurate records with HMRC.
23. Completion of the digitisation of current microfiche records.
24. Roll-out of Member Self Service to all active and deferred members of the Fund.
25. Review the requirements of the payroll service for Pensioners and consider the best solution for the Pensions Team, linked to the ending of the current corporate payroll contract.
26. The Committee will review value for money in the Fund's operations by benchmarking of costs and by monitoring of service performance against agreed performance targets.

Review

27. The Committee will review progress against the Business Plan on at least an annual basis, with the next scheduled review at the Committee's March 2018 meeting.

