LONDON BOROUGH OF

REDBRIDGE PENSION FUND

ANNUAL REPORT

2012/13

Pensions Regulator registration number – 10079172

CONTENTS

EXECUTIVE OVERVIEW

Welcome to the Pension Fund Annual Report for 2012/13.

The Pension Fund Investment Panel has had another busy year. In line with the investment strategy as opportunities arose we sought to increase investment in the property unit trusts. This resulted in a disinvestment of £10 million from the Fixed Income portfolio which was subsequently reinvested with Schroders in their property unit trusts. A further £4m was invested with Schroders in their property unit trusts and £3.5m was invested with StateStreet Global Advisors in their global equity mandate from the cash balances held by Redbridge on behalf of the Pension Fund.

The Pension Fund Investment Panel has also received a number of training sessions to ensure that knowledge and skills are kept up to date with the changes within the investment markets.

The Panel were pleased to note that the value of the Fund increased by nearly 14.5% over the year. It was also pleasing to note that the Redbridge Pension Fund has out-performed its benchmark over the quarter, year and three year periods. The WM Company, the Pension Fund's independent measurement specialist, has reported that over the three year period the Redbridge Fund is in the top third of funds for its performance. This is especially gratifying given that we have sought to not increase the risk to the fund over this period.

Government reforms to the Public Sector Pension Scheme remain an area of active debate and major changes are currently planned for 2014. We will ensure that Scheme members are kept informed of all relevant changes to the Scheme.

Councillor Norman on behalf of The Pension Fund Investment Panel

REPORT FROM THE DIRECTOR OF FINANCE & RESOURCES

Over 2012/13 the stock markets continued to be volatile with concerns over the Euro-zone and fears for the US economy which were partially offset following Government intervention. Despite this volatility the value of the Redbridge Pension Fund over the financial year had increased to £534.9 million, a rise of nearly 14.5%, the highest year end value achieved by the Fund.

The Council sets its Fund Managers challenging targets which, due to the volatility of the markets, some did not meet although others significantly out-performed their benchmark. In recent years the overall performance of the Fund has been good, particularly in view of the uncertainty in the markets. The WM Company which measures the performance of the 100 funds in the Local Government Pension Scheme (LGPS) has reported that the Redbridge Pension Fund was one of the best performing funds over the last three years with one of the lowest levels of investment risk.

2012/13 was another busy year for the Pension Fund Investment Panel as investment opportunities were continually sought that would achieve the strategic investment asset allocation, whilst keeping costs to a minimum.

The funding position of the Local Government Pension Scheme continued to provoke debate on its long-term affordability. One topic that generated debate was the proposal to merge funds, with headlines suggesting large scale efficiencies without a loss of good governance. It is not clear that these claims are fully achievable, however, the Redbridge Fund, like most other local government funds is reviewing its processes and procurement to find better ways of working. The Redbridge Fund has recently signed up to the Croydon Framework agreement for Actuarial Services. It is envisaged that due to economies of scale, this Framework Agreement should deliver savings of £2,000 and £4,000 per annum.

The Redbridge Pension Fund, like most other local government funds, is not fully funded to meet its future liabilities. However, we have an agreed strategy to address this situation. This strategy will ensure that the Pension Fund remains able to meet the liabilities of the fund, despite a volatile investment environment. The Actuary calculated in the 2010 Valuation that the employer contribution rates for the majority of the employers, including the Council, should remain consistent with the previous valuation. The Fund continues to maintain net cash inflows on an annual basis, with income significantly exceeding payments out, and this is expected to remain the situation for a number of years.

A revised Local Government Pension Scheme will be effective from 1st April 2014. The Government has sought to strike a balance between maintaining a scheme that provides fair and reasonable benefits for its members, whilst being affordable to both employees and employers. For scheme members the main change to the scheme will be the switch from final salary to a career-average for calculating the pension payable. For the employer side there remain issues on affordability and further revisions to the Scheme can be expected in later years.

Geoff Pearce
Director of Finance & Resources

MANAGEMENT STRUCTURE

The London Borough of Redbridge Pension Fund is part of the LGPS. The LGPS is governed by statute and is kept under review by the Communities and Local Government Department (CLG).

The London Borough of Redbridge is the Administering Authority for the London Borough of Redbridge Pension Fund. The Council has set up the Pension Fund Investment Panel to oversee the management of the Fund's investments. The Investment Panel consists of five Councillors who are appointed by the Council on an annual basis.

In accordance with the Council's Scheme of Delegations, and the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009, the responsibility for the management and investment of the Pension Fund is delegated to the Director of Finance & Resources. These powers are exercised in accordance with the recommendations of the Pension Fund Investment Panel. For 2012/13 the Members of the Panel were:

Cllr. E. Norman (Chair)
Cllr. R. Hoskins
Cllr. J. O'Shea
Cllr. J. Fairley-Churchill
Cllr. R. Hatfull

Actuary	Hymans Robertson
Investment Consultant	JLT Actuaries & Consultants
Investment Managers	BlackRock Investment Management (UK) Ltd. State-Street Global Advisors Newton Investment Management Ltd. Schroders Investment Management Standard Life Investment Management
AVC Providers	Clerical Medical Equitable Life Standard Life
Custodian	State Street
Auditors	PricewaterhouseCoopers LLP
Performance Measurement	WM Company
Solicitors	In House

SCHEME FEATURES

The LGPS was established in accordance with statute to provide death and retirement benefits to all eligible employees and their dependents. Eligible employees are mainly local government staff, except teachers who have separate pension arrangements, and a number of other bodies as permitted by Local Government Pension Scheme Regulations 1997 and Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007 and amendments thereto.

Table 1 – LGPS Features

Eligibility	**Permanent Employees**
Member Contribution	**Ranging from 5.5% - 7.5% depending on salary.**
Normal Retirement Age	**Age 65 but benefits may be taken at 60 subject to possible reductions.**
Early Retirement	**Immediate payment of benefits on efficiency/redundancy grounds from the age of 55.** **Voluntary retirement with employer consent and flexible retirement from the age of 55.**
Ill Health Retirement	**A three-tier ill-health arrangement has been introduced that pays benefits to members based on the member's prospect of returning to gainful employment**
Pensions	**1/60th of salary for each year of membership from 01/04/08. Service prior to this date will be calculated at 1/80th plus lump sum.**
Tax Free Lump Sum	**Lump sum by commutation at the rate of £1 annual pension for £12 lump sum, up to HMRC limit of 25% of capital value.**
Death in Service	**Lump sum of three times salary at date of death**
Death Benefits after retirement	**Death on pension lump sum of ten times pension less pension already paid**
Dependents Benefits	**Long-term pension benefits payable to the member's spouse, civil partner, or nominated co-habiting partner.** **Long-term children's pension**
Benefits on Leaving Service	**Members who leave service are entitled to either a refund of contributions if service is less than 3 months, or preserved pension payable from normal retirement date, or a transfer payment to another scheme or insurance company.**

From 1 April 2014 the new regulations will become effective which will result in some changes to the contributions rates as well as to the benefits payable.

The LGPS also offers membership to councillors and elected mayors who are under the age of 75.

Table 2 – LGPS Features

Eligibility	
Councillor Contributions	**6% of allowance**
Normal Retirement Age	**Age 65 but benefits can be taken at 60 subject to possible reductions**
Early Retirement	**Voluntary retirement with Council consent from the age of 50**
Ill-Health Retirement	**Ill-health benefits are payable if an independent specially qualified doctor determines that it would not be possible to continue the duties as a councillor until the age of 65**
Pension	**1/80th of career average pay for each year of membership of the LGPS**
Tax Free Lump Sum	**Lump sum at the rate of 3/80th of career average pay for each year of membership of the LGPS**
Death in Service	**Lump sum of two times the career average pay.**
Death Benefits after Retirement	**Death on pension lump sum of five times pension less pension already paid**
Dependents Benefits	**Pension benefits are payable to Councillor's spouse or civil partner**

Following a proposal by Ministers to remove the option for Councillors to be members of the LGPS, a consultation has been undertaken. The final decision on this is expected later in the year.

MEMBERSHIP SUMMARY

The London Borough of Redbridge Pension Fund has fourteen contributing employers in the Fund during the financial year 2012/13, including the Council itself. Employers are classified as either scheduled (who have automatic right to join the fund) or admitted bodies (who are admitted at the Authority's discretion) as defined by regulations.

During 2012/13, the Isaac Newton Academy opened and became a new employer to the scheme. Redbridge Homes ceased trading in July 2012 and the workforce were subsequently transferred back to the Authority. L&Q Housing Trust terminated their admission agreement and thereby ceased to be an employer in the scheme.

The table below outlines the membership profile as at 31 March 2013 for all employers in the Fund as well as their status.

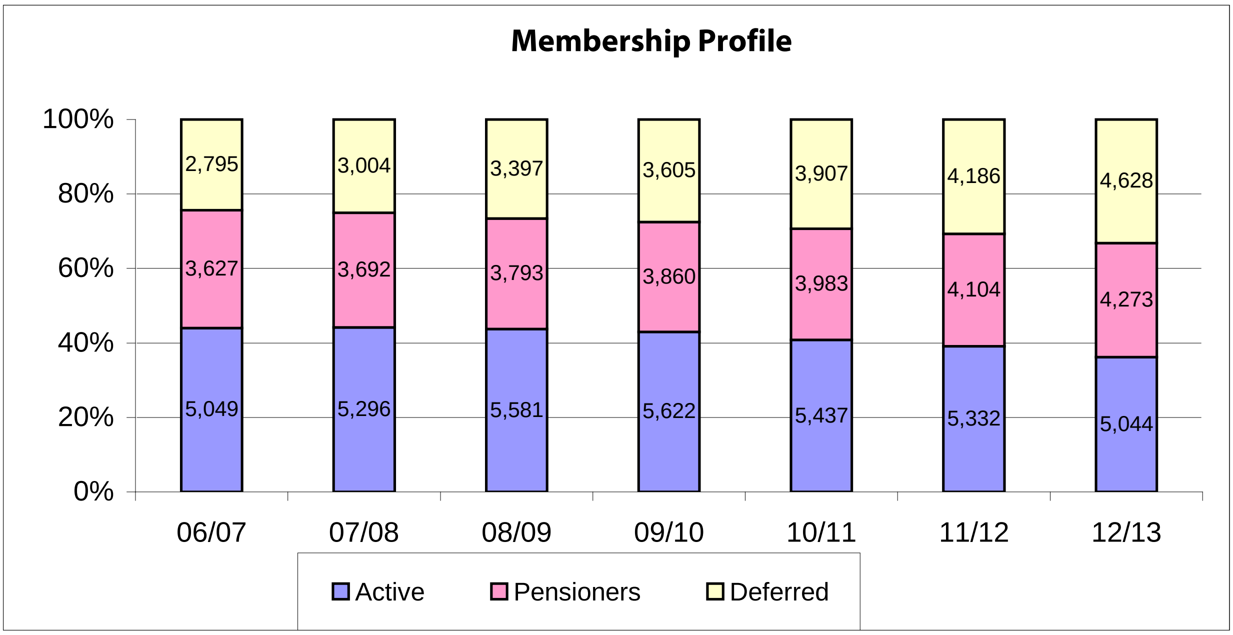
Table 3 – Profile of Employers in the Fund at 31 March 2013

Employers	Status	Active Members	Deferred Members	Pensioner Members	TOTAL	%
L.B. Redbridge	Scheduled	4,475	4,315	4,060	12,850	92.1
Little Heath School	Scheduled	27	13	8	48	0.3
Mayfield School	Scheduled	78	40	11	129	0.9
Redbridge College	Scheduled	92	125	39	256	1.8
Chadwell Heath Academy	Scheduled	35	17	9	61	0.4
Ursuline Academy	Scheduled	25	31	7	63	0.5
Forest Academy	Scheduled	31	6	4	41	0.3
Palmer Academy	Scheduled	30	6	4	40	0.3
Aldborough Free School	Scheduled	7	0	0	7	0.1
Isaac Newton Academy	Scheduled	13	0	0	13	0.1
Housing 21	Admitted	0	0	5	5	0.0
Morrison	Admitted	45	9	22	76	0.6
Redbridge Theatre	Admitted	0	0	1	1	0.0
Vision RCL	Admitted	186	34	15	235	1.7
L& Q	Admitted	0	32	88	120	0.9
TOTAL		5,044	4,628	4,273	13,945	100

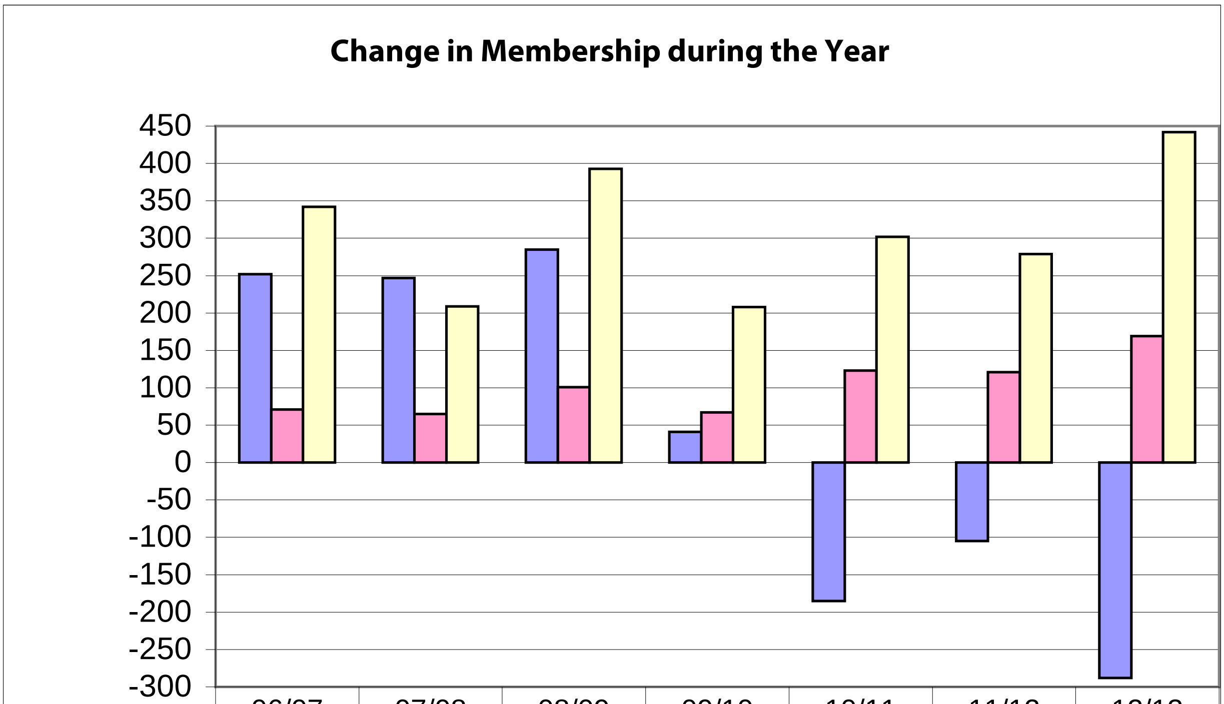
A deferred member is a former employee who has decided not to transfer their accrued benefits to an alternative pension scheme and they will therefore receive pension benefit upon normal retirement.

Overall the Fund membership has increased over the last eight years from 10,806 to 13,945 - an increase of 29%. However the profile of the membership has changed as the fund becomes more mature. The membership profile is set out in Chart1.

Chart 1 – Membership Composition



To demonstrate this change in profile, the chart below shows the change in membership numbers each year for the past eight years.



	06/07	07/08	08/09	09/10	10/11	11/12	12/13
Active	252	247	285	41	-185	-105	-288
Pensioners	71	65	101	67	123	121	169
Deferred	342	209	393	208	302	279	442

GOVERNANCE STRUCTURE

Investment Powers and Duties:

The Local Government Pension Scheme Regulations require the London Borough of Redbridge, as the administering authority, to invest any monies not immediately required to pay pensions and other benefits. This legislation also governs the manner in which investments are made and controlled.

Investment Panel:

The London Borough of Redbridge Pension Fund Investment Panel, comprising of five councillors, meet five times a year to monitor the performance of the fund and the various fund managers, to approve the annual business plan, to review the corporate governance policy and to review the investment strategy. The Investment Panel also receives a presentation at each meeting from one of the fund managers on the current position of the portfolio and other topical issues.

As part of the Investment Panel's Annual Business Plan, Members agreed to a training programme to ensure that they continue to develop their knowledge and skills to ensure compliance with best practice. Members subsequently received a series of training sessions on a variety of topical issues, which included Infrastructure, Pension Fund de-risking and Responsible investments.

Pension Fund Investment Panel Members as at 31 March 2013





Councillor Fairley-Churchill	Councillor Hatfull	Councillor Hoskins	Councillor Norman	Councillor O'Shea
Conservative	**Labour**	**Lib Dem.**	**Labour**	**Conservative**

Substitute Members

Councillor Prince (Conservative), Councillor Chan (Conservative), Councillor Tewari (Labour), Councillor Jeyaranjan (Labour), and Councillor Bond (LibDem).

Investment Administration:

Day to day monitoring of pension fund investments and manager performance is delegated to the Director of Finance & Resources, who is responsible for ensuring the preparation of reports in relation to this activity. These reports are presented to the Pension Fund Investment Panel. The Director of Finance & Resources also meets with the fund managers on a regular basis to review the performance of the portfolios and consider other topical issues.

The Chief Human Resources Officer is responsible for dealing with the payment of pensions and benefits, whilst also ensuring the collection of contributions and other such income from employees. The Chief Financial Services Officer is responsible for ensuring that any surplus cash is invested to obtain the best possible return within the agreed investment strategy.

Pensions Administration Function

The pension administration is undertaken by a team of 7, who are responsible for communicating with scheme members, pensioners and employers in the scheme. During 2012/13 this included:

- Processing 203 Retirements
- Issuing 322 Statutory Notifications
- Responding to 1080 pension enquiries
- Providing 688 Retirement estimates
- Finalising 95 Cash Equivalent Transfer Values
- Issuing 8111 Annual Benefit Statements

The team seek to ensure that all data retained on members is accurate, current and complete. Therefore members of the scheme should notify the Administration Team of any relevant changes in their circumstances.

Investment Management:

The Investment Panel implemented the current long term investment strategy in 2010, which resulted in the appointment of three fund managers for the investment of the global equity portfolio. The mandates for the fund managers are set out in Table 4. In addition to these mandates, the Council is investing 0.5% of the fund in cash accounts. In accordance with the investment strategy the surplus cash balance accrued during 2012/2013 was reinvested into the property fund held by Schroders. As a temporary arrangement, during 2012/13 an additional £3.5m was invested into the Global Equities unit trusts held with StateStreet with the objective of benefitting from the buoyant equity markets.

The actual asset allocation varied from the strategy allocation as demonstrated in Table 4.

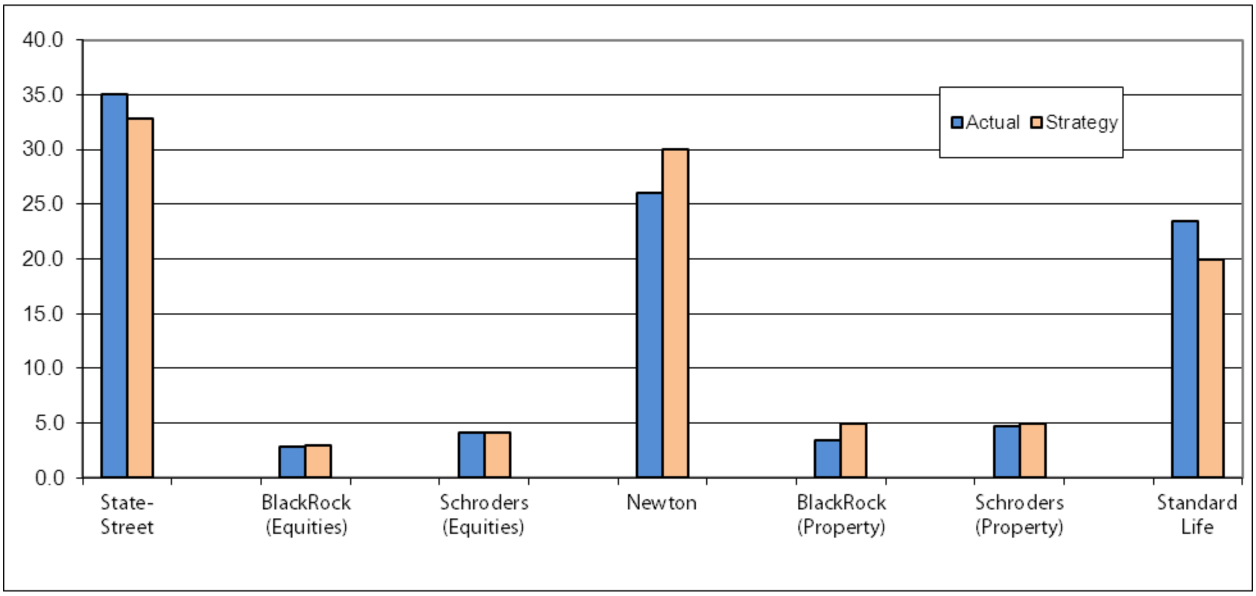
Table 4 – compares the strategic asset allocation with the actual allocation

Manager	Strategic Proportion %	Actual Allocation %	Mandate	Target
StateStreet	32.8	35.0	Global Equities	Track the various equity market indices
BlackRock	3.0	2.8	Asia Pacific (ex Japan) Equities	To out-perform the MSCI Asia Pacific index by 3%
Schroders	4.2	4.1	Emerging Markets Equities	To out-perform the MSCI Emerging Markets index by 3%
Newton	30.0	26.0	Unconstrained Global	Absolute return of 4% above LIBOR
BlackRock	5.0	3.4	Property	Outperform IPD All Balanced Property Fund Index by 1%
Schroders	5.0	4.7	Property	Outperform IPD All Balanced Property Fund Index by 1%
Standard Life	20.0	23.5	Bonds	FTSE A Government & I-boxx Non-Gilts

*** -MSCI – Morgan Stanley Capital International**

The variance between the actual and the strategic allocation was primarily due to the market volatility experienced in 2012/13 as well as the decision to phase in gradually the increased investment to property as investment opportunities arise in order to keep costs to a minimum. The investment strategy incorporates a 5% flexibility variance between the strategic allocation and the actual allocation to allow for fluctuations in market conditions.

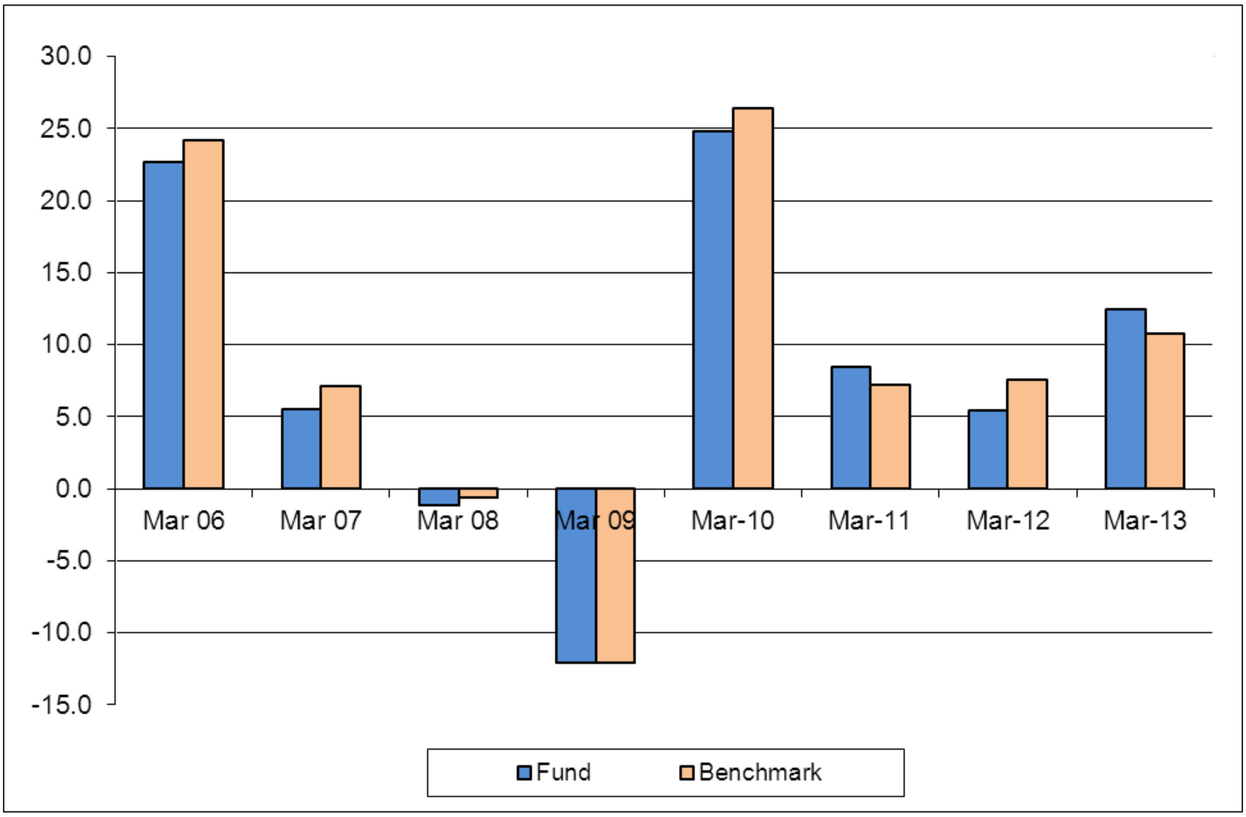
Chart 2 - compares the Strategic Asset Allocation with the Actual Allocation



The performance of the Fund is measured by the WM Company against our strategic benchmark and Chart 3 provides details of this performance for the past seven years. The Chart shows that in 2012/13, the return on the Fund out-performed the strategic benchmark.

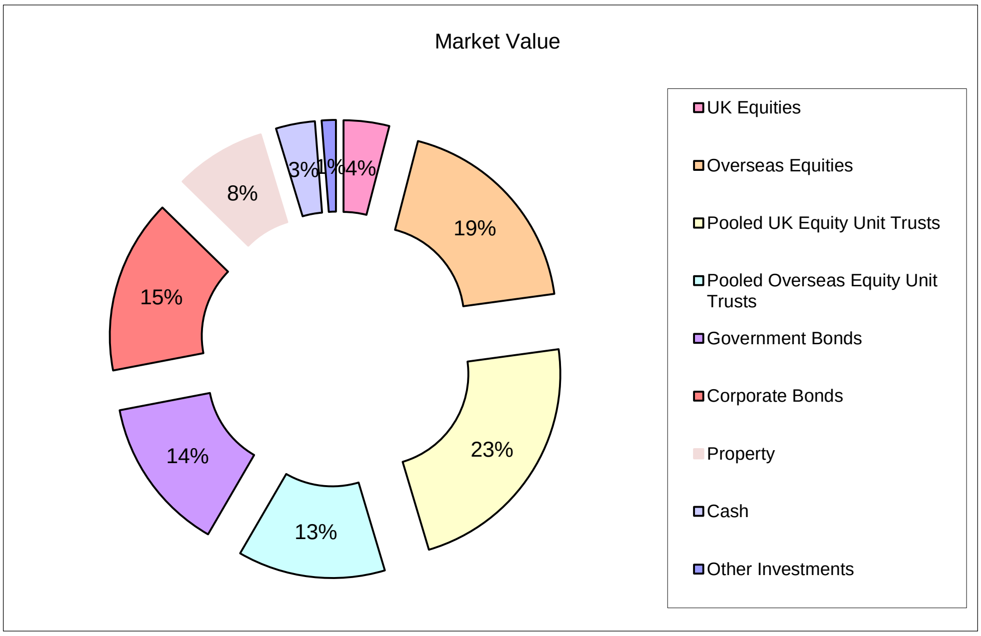
The Fund aims to balance minimisation of risk with the achievement of our investment objectives.

Chart 3 – shows the performance of the Fund relative to the combined benchmarks.



In order to reduce risk, the Fund is invested in various different asset classes. The overall strategic asset allocation is 80% in equity type assets and 20% in bond type assets. Chart 4 shows how the Pension Fund has been invested between the various different types of asset class. The majority of the Fund is invested in equities, as equities are expected to provide the best return on investment over the long term. The Fund currently maintains a significant investment in corporate bonds, with the objective of obtaining similar returns on investments to that of equities during certain market cycles but with less risk.

Chart 4 – The Distribution of Assets by Market Value



FINANCIAL SUMMARY

The Council, as the administering authority, is responsible for ensuring that sufficient funds exist to meet current and future benefit payments. Investment Managers, Members of the Pension Fund Investment Panel, the Director of Finance & Resources, the Actuary and Independent Investment Specialists work together to deliver optimal returns whilst also balancing the risk on the fund and maintaining affordable employers' contribution rates.

Table 5 – Annual Income & Expenditure Summary since 2006/07

Financial Summary	06/07 £'000	07/08 £'000	08/09 £'000	09/10 £'000	10/11 £'000	11/12 £'000	12/13 £'000
Contributions [1]	31,125	29,980	32,774	34,084	34,172	32,756	36,495
Investment Income	10,092	12,545	14,210	12,787	16,805	14,990	12,148
Realised Profits/(Loss)	46,898	1,301	(28,887)	9,093	7,453	11,116	5,392
Benefits & Expenses [2]	(21,999)	(21,910)	(25,347)	(27,998)	(26,629)	(28,213)	(30,321)
Net Annual Surplus(Deficit)	66,116	21,916	(7,250)	27,966	31,801	30,649	23,714
Unrealised Profits/(Loss)	(40,064)	(17,295)	(29,279)	56,157	10,482	(3,026)	42,876
Asset Market Value at 31 March	**343,928**	**348,549**	**313,108**	**397,232**	**439,515**	**467,138**	**533,728**

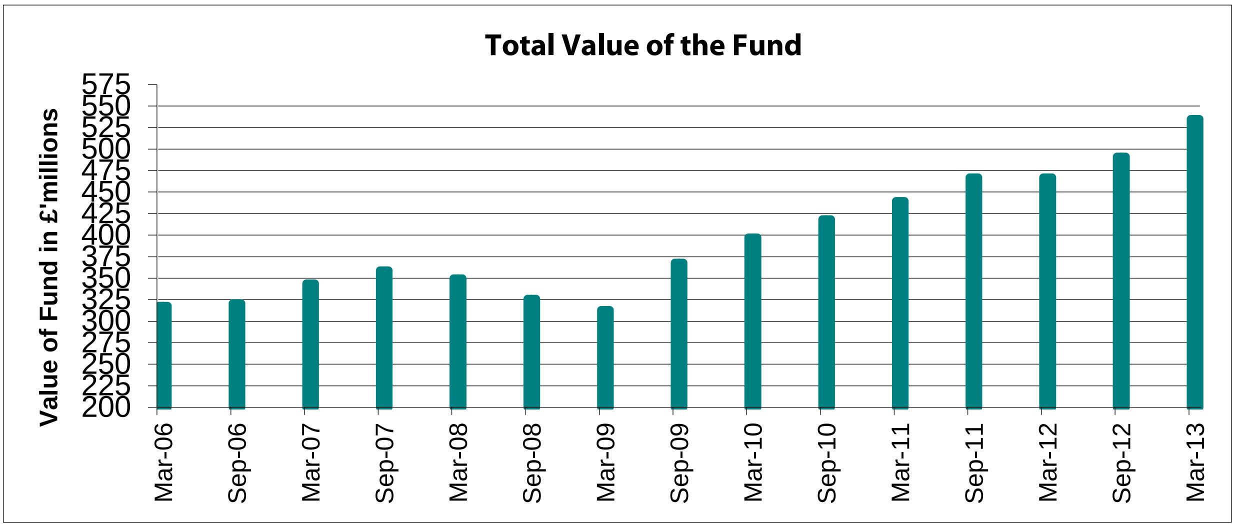
1 includes Transfer Values received

2 includes Transfer Values paid

As Table 5 shows, the value of the fund has fluctuated over the years reflecting the buoyant stock markets during 2006/07 that preceded the global downturn at the end of the decade.

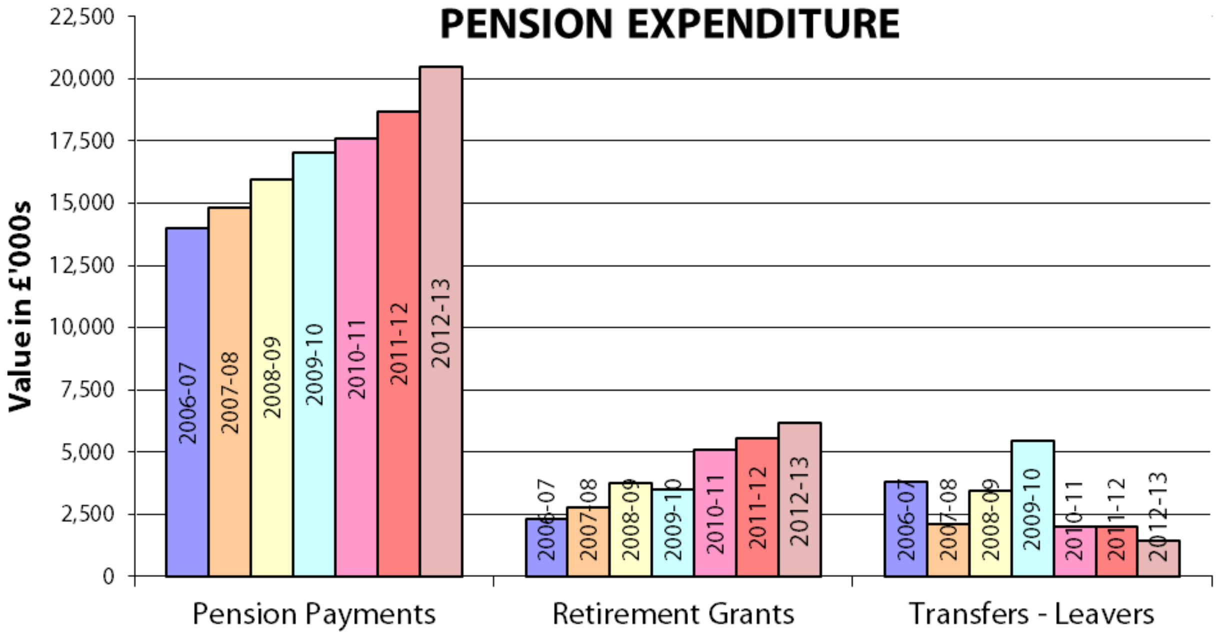
Chart 5 shows the value of the Fund since March 2006 and demonstrates the market volatility of the markets over recent years. The chart also shows that following the severe market falls in 2008/09, the fund has increased in value by 59.4%.

Chart 5 - Change in the value of the Fund since March 2006 in £'millions



The Fund receives income from various sources as shown in Chart 6. The main source of income received relates to employee and employer contributions. The employee contribution rate is set by Regulations, whereas the employer contribution rate is calculated by the Fund's Actuary and is set as a result of the triennial valuation. The next valuation is undertaken as at 1 April 2013 and will be used to set the employers' contribution rate for three years from 1 April 2014.

Chart 6 – Source of Income

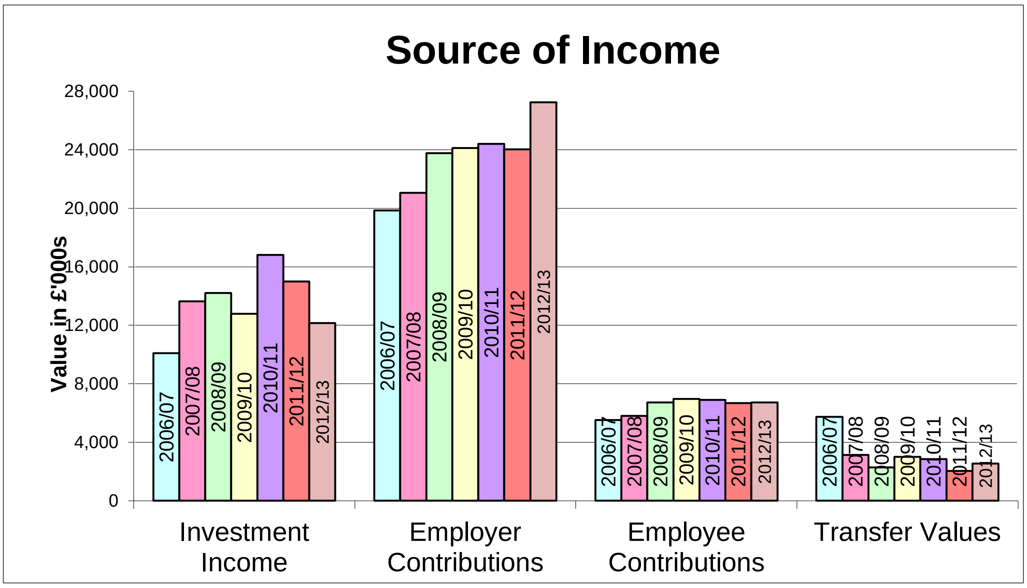


The amount of investment income received has reduced in recent years. This is due to the change in the investment strategy that has resulted in the investment in unit trusts. With this style of investment product, the income generated is re-invested and is therefore reflected in the value of unit trust. These income re-investing unit trusts now account for 37% of the overall portfolio.

The above chart shows a spike in employer contributions in 2012/13. This was as a result of the cessation payment by London & Quadrant, who terminated their admission to the fund following the retirement of their last employee.

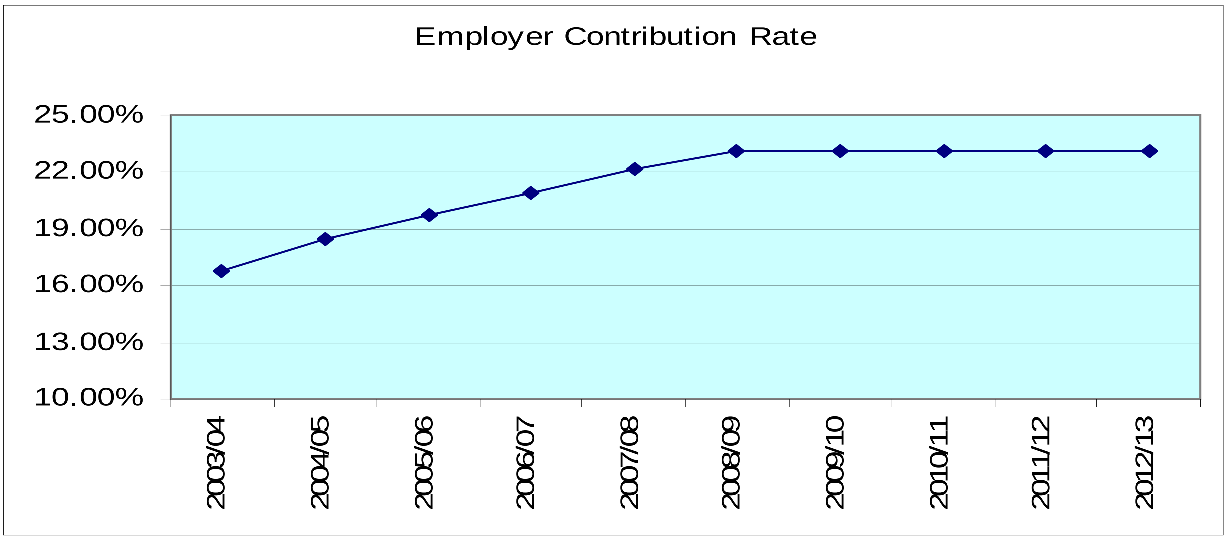
Over the past year, the cost of pension payments has increased by 9.7%, mainly due to an increase in the number of pensioners. The current average pension paid increased by £442 from last year and now averages at £4,991 per annum. The increase in pension expenditure is shown in Chart 7.

Chart 7 – Pension Expenditure



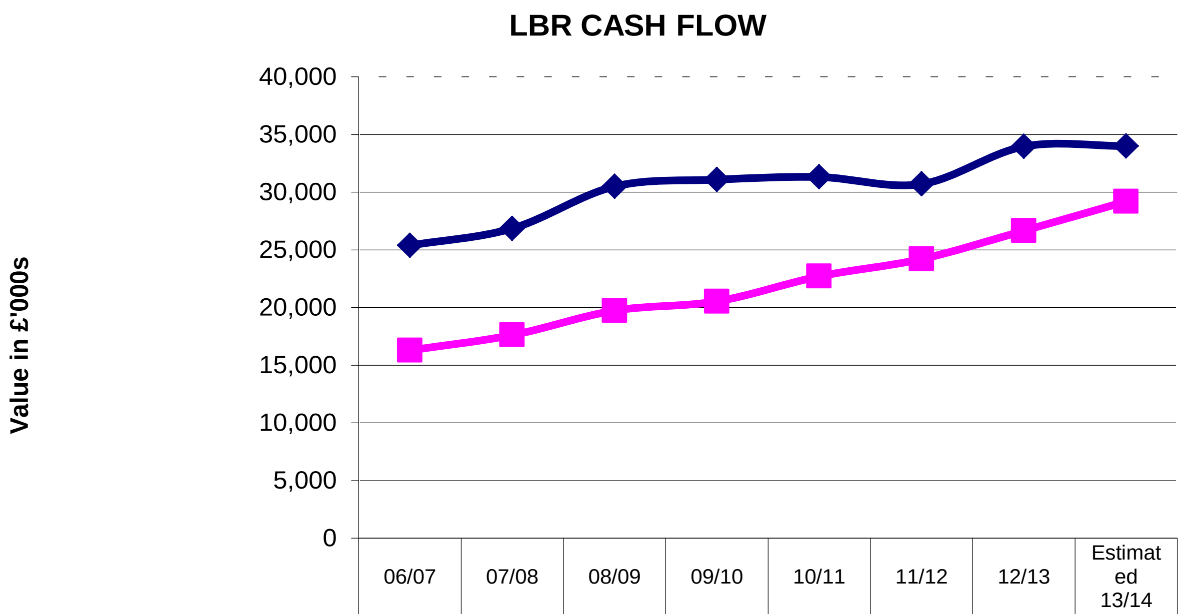
As well as looking to ensure that the contribution rates remain affordable, the Council also seeks to avoid volatility in the rates. The chart below shows the movement of the contribution rates over the past ten years as set by the Fund's Actuary:

Chart 8 – London Borough of Redbridge Contribution Rates



The previous charts have shown how the various different sources of income and expenditure have generally increased over the past few years. The chart below shows that despite the changes in both income and expenditure the fund continues to maintain sufficient cash balances to meet its day-to day liabilities.

Chart 9 – LBR Cash Flow



	06/07	07/08	08/09	09/10	10/11	11/12	12/13	Estimated 13/14
Income	25,384	26,852	30,494	31,086	31,314	30,704	33,956	34,000
Expenses	16,288	17,608	19,735	20,535	22,701	24,201	26,658	29,200

London Borough of Redbridge Pension Fund ("the Fund") Actuarial Statement for 2012/13

This statement has been prepared in accordance with Regulation 34(1) of the Local Government Pension Scheme (Administration) Regulations 2008, and Chapter 6 of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the UK 2012/13.

Description of Funding Policy

The funding policy is set out in the London Borough of Redbridge's Funding Strategy Statement (FSS), dated 17 March 2011. In summary, the key funding principles are as follows:

- to ensure the long-term solvency of the Fund, i.e. that sufficient funds are available to meet all pension liabilities as they fall due for payment;
- to ensure that employer contribution rates are as stable as possible;
- to minimise the long-term cost of the scheme by recognising the link between assets and liabilities and adopting an investment strategy that balances risk and return;
- to reflect the different characteristics of employing bodies in determining contribution rates where the Administering Authority considers it reasonable to do so;
- to use reasonable measures to reduce the risk to other employers and ultimately to the Council Tax payer from an employer defaulting on its pension obligations.

The FSS sets out how the Administering Authority seeks to balance the conflicting aims of securing the solvency of the Fund and keeping employer contributions stable. For employers whose covenant was considered by the Administering Authority to be sufficiently strong, contributions have been stabilised below the theoretical rate required to return their portion of the Fund to full funding over 20 years if the valuation assumptions are borne out. Asset-liability modelling has been carried out which demonstrate that if these contribution rates are paid and future contribution changes are constrained as set out in the FSS, there is still a better than 50% chance that the Fund will return to full funding over 21 years.

Funding Position as at the last formal funding valuation

The most recent actuarial valuation carried out under Regulation 36 of the Local Government Pension Scheme (Administration) Regulations 2008 was as at 31 March 2010. This valuation revealed that the Fund's assets, which at 31 March 2010 were valued at £397 million, were sufficient to meet 71.0% of the liabilities (i.e. the present value of promised retirement benefits) accrued up to that date. The resulting deficit at the 2010 valuation was £162 million.

Individual employers' contributions for the period 1 April 2011 to 31 March 2014 were set in accordance with the Fund's funding policy as set out in its FSS.

Copies of the 2010 valuation report and Funding Strategy Statement are available on request from London Borough of Redbridge, administering authority to the Fund.

Principal Actuarial Assumptions and Method used to value the liabilities

Full details of the methods and assumptions used are described in my valuation report dated 31 March 2011.

Method

The liabilities were assessed using an accrued benefits method which takes into account pensionable membership up to the valuation date, and makes an allowance for expected future salary growth to retirement or expected earlier date of leaving pensionable membership.

Assumptions

A market-related approach was taken to valuing the liabilities, for consistency with the valuation of the Fund assets at their market value.

The key financial assumptions adopted for the 2010 valuation were as follows:

Financial assumptions	31 March 2010 % p.a. Nominal	 % p.a. Real
Discount rate	6.3%	3.0%
Pay increases *	4.8%	1.5%
Price inflation/Pension increases	3.3%	-

* plus an allowance for promotional pay increases. Short term pay growth was assumed to be 1% p.a. for 2010/11, 2011/12 and 2012/13, followed by 2 years at 3.3% (CPI), reverting to 4.8% p.a. thereafter.

The key demographic assumption was the allowance made for longevity. The baseline longevity assumptions adopted at this valuation were in line with standard SAPS mortality tables, and included improvements based on medium cohort projections and a 1% p.a. underpin effective from 2007. Based on these assumptions, the average future life expectancies at age 65 are as follows:

	Males	Females
Current Pensioners	21.9 years	24.7 years
Future Pensioners	23.8 years	26.5 years

Experience over the year since April 2012

The funding level is likely to have risen over 2012/13. This can be attributed to strong investment returns over the period. The effect of the good investment returns has been partially offset by a fall in the fixed interest gilt yields. The funding level is currently at a similar level to that at the last formal valuation.

The next actuarial valuation will be carried out as at 31 March 2013. The Funding Strategy Statement will also be reviewed at that time.

Barry McKay
Fellow of the Institute and Faculty of Actuaries
For and on behalf of Hymans Robertson LLP
7 May 2013

Hymans Robertson LLP
20 Waterloo Street
Glasgow
G2 6DB

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LONDON BOROUGH OF REDBRIDGE PENSION FUND

We have audited the pension fund accounting statement included in the pension fund annual report of the London Borough of Redbridge for the year ended 31 March 2013 which comprise the Fund Account, the Net Assets Statement and the related notes. The financial reporting framework that has been applied in their preparation is the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2012/13.

Respective responsibilities of the Director of Finance and Resources and the auditor
The Director of Finance and Resources is responsible for the preparation of the pension fund accounting statements and for being satisfied that they give a true and fair view in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2012/13. Our responsibility is to audit and express an opinion on the pension fund accounts in accordance with Part II of the Audit Commission Act 1998, the Code of Audit Practice 2010 – Local Government Bodies issued by the Audit Commission and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

This report, including the opinions, has been prepared for and only for London Borough of Redbridge's members as a body in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 48 of the Statement of Responsibilities of Auditors and of Audited Bodies – Local Government, published by the Audit Commission in March 2010. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

Scope of the audit of the financial statements
An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the pension fund's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the London Borough of Redbridge; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements
In our opinion the pension fund's accounting statements:

- give a true and fair view, in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2012/13, of the financial transactions of the pension fund during the year ended 31 March 2013, and the amount and disposition of the fund's assets and liabilities as at 31 March 2013; and
- have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2012/13.

Opinion on other matter

In our opinion, the information given in the Annual Report for the financial year for which the pension fund accounting statements are prepared is consistent with the accounting statements.

Janet Dawson
for and on behalf of PricewaterhouseCoopers LLP
Appointed Auditors
London
September 2013

The maintenance and integrity of the London Borough of Redbridge's website is the responsibility of senior officers; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

STATEMENT OF RESPONSIBILITIES

The London Borough of Redbridge as Administering Authority of the London Borough of Redbridge Pension Fund is required to:

- ☐ make arrangements for the proper administration of its financial affairs and to secure that one of its Officers has the responsibility for the administration of those affairs. In this Council, that Officer is the Director of Finance and Resources.
- ☐ Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- ☐ Approve the Statement of Accounts.

In the Council's Constitution, the following responsibilities have been delegated to the Director of Finance and Resources:

- ☐ the duty to maintain and manage a Pension Fund in accordance with the Local Government Pension Scheme Regulations. This power shall be exercised in accordance with the recommendations of the Pension Fund Investment Panel.
- ☐ to ensure that the Council's accounting records are kept in accordance with the appropriate accounting standards and mandatory guidance and that the Statement of Accounts is prepared in line with the Code of Practice on Local Authority Accounting in the United Kingdom based on International Financial Reporting Standards.
- ☐ the statutory duty to arrange for a triennial Actuarial Valuation of the Fund; to obtain an Actuary Certificate and to send a copy to the Minister; and to supply a copy of the Pension Fund audited accounts to admitted employing authorities.
- ☐ the duty to comply with and to exercise and perform any powers and duties under the various Pension Acts and the Superannuation Act 1972 which fall to be exercised or performed by the Council by virtue of its being an employer (powers and duties relating to supervision of pension schemes).

Statement of the Director of Finance and Resources:

I certify that the Accounts set out on pages 23 to 38 have been prepared in accordance with proper practices and present a true and fair view of the transactions of the London Borough of Redbridge Pension Fund during the year ended 31 March 2013 and financial position of the Fund at the date of its assets and liabilities, other than liabilities to pay pensions and benefits after the year end.

G. Pearce, BA CPFA
Director of Finance & Resources

Pension Fund Account for the Year Ended 31 March 2013

2011/12 £'000		Notes	2012/13 £'000
	Contributions and Benefits		
30,703	Contributions receivable	6	33,956
2,053	Transfers in	7	2,539
32,756			**36,495**
	Less:		
(24,233)	Benefits payable	8	(26,658)
(2,017)	Leavers	9	(1,436)
(528)	Administrative expenses	10	(511)
(26,778)			**(28,605)**
5,978	**Net additions from dealings with members**		**7,890**
	Returns on Investments		
15,500	Investment income	11	12,680
(510)	Irrecoverable withholding tax	11	(532)
8,090	Change in market value of investments	12(b)	48,268
(1,435)	Investment management expenses	16	(1,716)
22,879	**Net returns on Investments**		**58,700**
28,857	**Net increase in the Fund during the year**		66,590
439,515	**Net Assets of the scheme at 1 April 2012**		467,138
467,138	**Net Assets of the scheme at 31 March 2013**		**533,728**

Net Assets Statement as at 31 March 2013

2011/12 £'000		Notes	2012/13 £'000
468,127	Investment Assets	12(c)	537,290
(553)	Investment Liabilities	12(c)	(3,085)
934	Current Assets	17	181
(1,370)	Current Liabilities	17	(658)
467,138	**Net Assets of the Scheme at 31 March**		**533,728**

The accounts summarise the transactions and net assets of the Fund. They do not take account of liabilities to pay pensions and other benefits in the future.

I certify that the Pension Fund Account and Net Assets Statement presents a true and fair view of the income and expenditure in 2012/13 and the Pension Fund's financial position as at 31 March 2013.

G. Pearce BA, CPFA
Director of Finance and Resources
19 September 2013

Notes to the Pension Fund Account

1. Introduction

The Pension Fund is a funded, defined benefit occupational pension scheme set up under the Superannuation Act 1972 and is administered in accordance with the Local Government Pension Scheme (LGPS) Regulations by the London Borough of Redbridge. The scheme is a contributory defined benefit pension scheme that provides pensions and other benefits to former Authority employees (except teachers, who have a separate scheme) and to various admitted and scheduled bodies.

During 2012/13 both Redbridge Homes and London & Quadrant ceased to be employers in the scheme. Redbridge Homes ceased trading on 31 July 2012 and the workforce transferred to the London Borough of Redbridge.

The admitted and scheduled bodies in the scheme as at 31 March 2013 were: Redbridge Theatre Company Limited, Housing 21, Morrison Facility Management Limited, Vision Redbridge Culture & Leisure, Redbridge College, Chadwell Heath Academy, Mayfield School, Ilford Ursuline Academy, Little Heath School, Forest Academy, Palmer Academy, Isaac Newton Academy and Aldborough Free School.

As at 31 March 2013 the membership of the scheme was as follows:

Active Members	**As at 31 March 2012**	**As at 31 March 2013**
Redbridge Council	4,669	4,475
Scheduled Bodies	401	338
Admitted Bodies	262	231
TOTAL	**5,332**	**5,044**

Pensioners	**As at 31 March 2012**	**As at 31 March 2013**
Redbridge Council	3,898	4,060
Scheduled Bodies	89	82
Admitted Bodies	117	131
TOTAL	**4,104**	**4,273**

Deferred Members	**As at 31 March 2012**	**As at 31 March 2013**
Redbridge Council	3,920	4,315
Scheduled Bodies	214	238
Admitted Bodies	52	75
TOTAL	**4,186**	**4,628**

With effect from May 2004, Councillors under the age of 70 have been entitled to join the Pension Scheme. 27 Councillors contribute to the scheme.

The Fund is financed by contributions as well as interest, dividends and profits from realised investments. The contributions are made by active members of the Fund in accordance with the LGPS (Benefits, Membership and Contributions) Regulations 2007 and range from 5.5% to 7.5% of pensionable pay. Employee contributions are matched by employers' contributions which are set on triennial actuarial funding valuations. The funding policy is to ensure that over time the assets held by the Fund are adequate to meet future pension scheme liabilities.

Five Councillors are appointed annually by the Authority to the Pension Fund Investment Panel, which has the role of dealing with the management of the Pension Fund's investments in accordance with regulations laid down in statute and the Fund's Statement of Investment Principles.

The administration of the scheme is managed in-house by the London Borough of Redbridge.

The Pension Fund's financial statements provide a stewardship report on the Fund, together with a statement of the assets position at the financial year-end.

2. Basis of Preparation

The Statement of Accounts summarises the Fund's transactions for the 2012/13 financial year and its position at year-end as at 31 March 2013. The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting 2012/13 which is based upon 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, valued on an International Accounting Standard (IAS) 19 basis is disclosed at Note 46 of the accounts of the London Borough of Redbridge.

3. Summary of Significant Accounting Policies

Fund account – revenue recognition

A) **Contribution Income –** Normal contributions, both from members and from the employer, are accounted for on an accruals basis at the percentage rate recommended by the Fund actuary in the payroll period to which they relate.

B) **Transfers to and from other schemes –** Transfer values represent the amounts received and paid during the year for members who have either joined or left the fund during the financial year and are calculated in accordance with the Local Government Pension Scheme Regulations. Individual transfers in/out are accounted for when received/paid.

C) **Investment Income** –

- **(i)** **Interest Income** – Interest income is recognised in the Fund account as it accrues.
- **(ii)** **Dividend Income** - Dividends have been accounted for on an accrual basis. Investment income on overseas investments has been converted into sterling at the rate of exchange on settlement date. Any amount not received by the end of the reporting period is disclosed in the net assets statement as a current asset.
- **(iii)** **Distributions from pooled equity funds** – Pooled investment vehicles are accumulation funds and as such the change in market value includes income, net of withholding tax which is re-invested in the fund.
- **(iv)** **Distributions from pooled property funds** – Income distributions from the pooled property fund investments have been accounted for on an accrual basis.
- **(v)** **Movement in the net market value of investments** – Changes in the net market value of investments are recognised as income and comprise all realised and unrealised profits/losses during the year.

Fund account – expense items

D) **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.

E) **Taxation** – the fund is a registered public service scheme under section 1(1) of Schedule 36 of the Finance Act 2004 and as such is exempt from UK income tax on interest received and from capital gains tax on the proceeds of investments sold. Income from overseas investments incurs withholding tax in the country of origin, unless exemption is permitted. Irrecoverable tax is accounted for as a fund expense as it arises.

F) **VAT** – VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs. VAT receivable is excluded from income.

G) **Administration Expenses** – all administrative expenses are accounted for on an accruals basis. All staff costs of the pension's administration team are charged direct to the fund. Management, accommodation and other overheads are apportioned to the fund in accordance with the Authority's policy.

H) **Investment Management Expenses** – all investment 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 appointment. Broadly, these are based on the market value of the investments under their management and therefore increase or decrease as the value of these investments change.

The cost of obtaining investment advice from external consultants is included in investment management charges.

The costs of the Authority's in-house fund management team are charged direct to the fund and a proportion of the Authority's costs representing management time spent by officers on investment management are also charged to the fund.

Net assets statement

I) **Financial Assets** – financial assets are included in the net assets statement on a fair value basis as at the reporting date. A financial asset is recognised in the net assets statement on the date the fund becomes party to the contractual acquisition of the asset. From this date any gains or losses arising from changes in the fair value of the assets are recognised by the fund.

The values of investments as shown in the net assets statement have been determined as follows:

i) Market quoted investments – the value of an investment for which there is a readily available market price is determined by the bid market price ruling on the final day of the accounting period.

ii) Fixed Interest Securities – are recorded at net market value based on their bid price.

iii) Pooled Investment Vehicles – these are valued at either the closing bid price where a bid price exists or on the single unit price provided by the investment managers.

iv) Cash – the cash held in the Pension Fund current account is invested by the Authority in accordance with its Treasury Management policy.

J) **Foreign Currency Transactions** – dividends, interest and purchases and sales of investments in foreign currencies have been accounted for at the spot market rates at the date of transaction. End-of-year spot market exchanges rates are used to value any 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.

K) **Derivatives including Forward Currency deals** – the Fund use derivative financial instruments to manage its exposure to specific risk arising from its investment activities. The fund does not hold derivatives for speculative purposes. Derivative contract assets are fair valued at bid prices and liabilities are fair valued at offer prices. Changes in the fair value of derivatives contracts are included in change in market value.

L) **Cash and cash equivalents** – cash comprises of 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. Cash that is invested for longer than an overnight deposit is recognised as an investment asset.

M) **Financial Liabilities** – the Fund recognises financial liabilities at fair value as at the reporting date. A financial liability is recognised in the net assets statement on the date the Fund becomes party to the liability. From this date any gains or losses arising from changes in the fair value of the liability are recognised by the fund.

N) **Actuarial present value of promised retirement benefits** – the actuarial present value of promised retirement benefits is assessed on a triennial basis by the scheme actuary in accordance with the requirements of IAS 19 and relevant actuarial standards.

As permitted under IAS 26, the fund has opted to disclose the actuarial present value of promised retirement benefits by way of a note to the net assets statement (Note 21).

O) **Additional Voluntary Contributions** – AVCs are not included in the accounts which is in accordance with section 4(2) (b) of the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009, but are disclosed as a note only (Note 22).

4. Critical Judgements in Applying Accounting Policies

Pension fund liability – the pension fund liability is calculated every three years by the appointed actuary, with updates in the intervening years. The methodology used is in line with accepted guidelines and in accordance with IAS 19. Assumptions underpinning the valuations are agreed with the actuary and are summarised in Note 20. This estimate is subject to significant variances based on changes to the underlying assumptions.

5. Events after the Year End Date

Since 31 March 2013 there has been a decline in the global stock markets, however, this change is deemed to be a non-adjusting post year end event.

There have been no events since 31 March 2013 and up to the date when these accounts were authorised that require any adjustment to these accounts.

6. Contributions Receivable

Contributions represent those amounts receivable from the various employing bodies in respect of their own contributions and those of their contributing employees. Under the provisions of the scheme, employees' rates are based on pay bandings and range from 5.5% to 7.5% of pensionable pay. The Fund's Actuary determines employer contribution rates (as a percentage of pensionable pay) which currently range from 12.5% to 23.1% plus any additional lump sum contributions required in respect of funding shortfalls at the time of the triennial actuarial valuation.

Early retirement - All capital costs, such as employee and employer contributions foregone, and the cost of making pension payments early in respect of non-ill-health early retirements, are met by the employer that approved the early retirement.

		2011/12 £'000	2012/13 £'000
Employers			
	LBR	21,152	21,660
	Scheduled Bodies	1,383	1,270
	Admitted Bodies	1,489	4,310
		24,024	**27,240**
Members			
	LBR	5,802	5,911
	Scheduled Bodies	458	422
	Admitted Bodies	419	383
		6,679	**6,716**
		30,703	**33,956**

Contributions split between normal, deficit funding and augmentation are outlined below:

	2011/12 £'000	2012/13 £'000
Normal Employer Contributions	15,238	15,503
Deficit Payments *	8,189	8,239
Cessation Payment	0	3,007
Augmentation (Early Retirements)	597	491
	24,024	**27,240**

* The deficit recovery policy is set out the Scheme's Funding Strategy Statement

7. Transfers In

Sums received for scheme members from other pension schemes that relate to periods of previous pensionable employment.

	2011/12 £'000	2012/13 £'000
Individual Transfers from other schemes – LBR	2,048	2,539
Individual Transfers from other schemes – Scheduled Bodies	5	0
	2,053	**2,539**

8. Benefits Payable

Benefits are provided in accordance with the provisions of the Local Government Pension Scheme regulations.

	2011/12 £'000	2012/13 £'000
Pensions - LBR	17,831	19,422
- Scheduled Bodies	362	449
- Admitted Bodies	476	614
Commutation of Pensions and Lump Sum Retirement Benefits	4,969	5,432
Lump Sum Death Benefit	563	693
Interest	32	48
	24,233	**26,658**

9. Payments to and on Account of Leavers

Regulations permit a refund of employee contributions to be made to new members with less than three months initial scheme membership. Individual transfers are payments of accrued pension benefits in respect of scheme members who have left the Authority and joined a pension scheme elsewhere.

	2011/12 £'000	2012/13 £'000
Refunds to members	2	2
Payment for members joining the state scheme	0	0
Individual Transfers to other Schemes	2,015	1,434
	2,017	**1,436**

10. Administrative Expenses

In accordance with the regulations, all administrative expenses are chargeable to the Fund. The London Borough of Redbridge carries out the administrative function in-house.

	2011/12 £'000	2012/13 £'000
Administration and processing	451	474
Actuarial fees	42	18
Audit fees	35	19
	528	**511**

11. Investment Income

Interest, dividends and other income shown in the revenue statement have been broken down as follows:

	2011/12 £'000	2012/13 £'000
Fixed interest securities	7,314	6,998
Index Linked	82	118
Equities	3,430	3,703
Pooled Equity Unit Trusts	2,764	0
Property Unit Trusts	1,240	1,569
Cash Deposits	65	29
Other Investment Income	530	263
Compensation Payment[1]	75	0
	15,500	**12,680**
Less irrecoverable withholding tax	(510)	(532)
	14,990	**12,148**

[1] Payment received from AXA Rosenberg for investment loss due to a coding error within one of the quantitative based models, which formed part of AXA Rosenberg's investment process.

12. Investments

The table below shows a detailed analysis of the investments held by the Fund as at 31 March 2013 with comparison table showing detailed analysis of the investments held by the Fund as at 31 March 2012.

	Value at 31/03/12 £'000	Purchases at cost £'000	Sales Proceeds £'000	Change in Fair value £'000	Cash movement £'000	Value at 31/03/13 £'000
Equities	73,888	43,840	(26,861)	9,016	0	99,883
Fixed Interest Securities	156,557	82,488	(97,025)	11,314	0	153,334
Index Linked	5,937	322	(4,603)	279	0	1,935
Pooled Equity Unit Trusts	178,807	4,457	0	28,704	0	211,968
Property Unit Trusts	27,810	15,574	0	(873)	0	42,511
Commodities	5,342	3,317	(3,353)	(154)	0	5,152
	448,341	**149,998**	**(131,842)**	**48,286**		**514,783**
Derivative Contracts						
Derivatives	(521)	6,082	(7,626)	1,603	0	(462)
Currency Futures	0	0	0	(1,151)	0	(1,151)
	447,820	**156,080**	**(139,468)**	**48,738**		**513,170**
Other Balances						
Cash Instruments	1	0	0	0	(1)	0
Cash Deposits	17,370	0	0	(470)	1,372	18,272
Receivable – Sales	59				955	1,014
Receivable - Investment					(26)	2,298
Income	2,324					
Payable - Purchases	(630)				81	(549)
	466,944	**156,080**	**(139,468)**	**48,268**	**2,381**	**534,205**

	Value at 31/03/11 £'000	Purchases at cost £'000	Sales Proceeds £'000	Change in Fair value £'000	Cash movement £'000	Value at 31/03/12 £'000
Equities	75,611	43,229	(43,158)	(1,794)	0	73,888
Fixed Interest Securities	132,218	100,592	(87,451)	11,198	0	156,557
Index Linked	4,808	0	0	1,129	0	5,937
Pooled Equity Unit Trusts	171,000	162,763	(153,105)	(1,851)	0	178,807
Property Unit Trusts	26,498	1,041	0	271	0	27,810
Commodities	6,859	3,022	(4,684)	145	0	5,342
	416,994	**310,647**	**(288,398)**	**9,098**	**0**	**448,341**
Derivative Contracts						
Derivatives	163	6,469	(7,016)	(137)	0	(521)
	417,157	**317,116**	**(295,414)**	**8,961**	**0**	**447,820**
Other Balances						
Cash Instruments	2,204	1	(2,204)	0	0	1
Cash Deposits	14,696	0	0	(871)	3,545	17,370
Receivable – Sales	3,649				(3,590)	59
Receivable - Investment Income	2,354				(30)	2,324
Payable - Purchases	0				(630)	(630)
	440,060	**317,117**	**(297,618)**	**8,090**	**(705)**	**466,944**

The change in fair value of investments during the year comprises all increases and decreases in the value of investments held at any time during the year, including profits and losses realised on sales of investments and changes in the sterling value of assets caused by changes in exchange rates. In the case of the pooled investment vehicles changes in market value also includes income, net of withholding tax, which is reinvested in the Fund.

The cost of purchases and the sales proceeds are inclusive of transaction costs, such as broker fees and taxes, amounting to £0.2million (£0.1 million in 2011/12). In addition to transaction costs, indirect costs are incurred through the bid-offer spread on investments within pooled investment vehicles. The amount of indirect costs is not separately provided to the Fund.

Cash balances invested by the Authority on behalf of the Pension Fund are included within cash deposits. As at 31 March 2013 the Authority invested cash amounting to £1.8 million (£2.1 million at 31 March 2012).

The Fund Manager, Newton, seeks to benefit from the potentially greater returns available from investing in equities whilst minimising the risk of loss of value through adverse equity price movements. During the year the Fund bought a number of option contracts and entered into forward currency deals that helps protect against the volatility of the stock markets.

	2011/12 £'000	2012/13 £'000
Equities		
UK Quoted	16,396	21,362
Overseas Quoted	57,492	78,521
	73,888	**99,883**
Fixed Interest Securities		
UK – Public Sector	57,896	58,164
Overseas – Public Sector	17,330	17,199
UK - Other	37,093	38,734
Overseas- Other	44,238	39,237
	156,557	**153,334**
Index Linked Securities		
UK – Public Sector	3,001	1,935
Overseas – Other	2,936	0
	5,937	**1,935**
Pooled Investment Vehicles		
Unit trusts – UK	103,537	120,093
Unit trusts – Overseas	75,270	91,875
	178,807	**211,968**

Property Unit Trusts		
UK	27,810	42,511
	27,810	**42,511**
Cash		
Cash Instruments	1	0
Sterling Deposits	17,370	18,272
	17,371	**18,272**
Commodities		
Commodities	5,342	5,152
	5,342	**5,152**
Derivatives		
Call Options	(533)	(836)
Put Options	12	374
	(521)	**(462)**
Investment Balances		
Investment Income Due	2,324	2,298
Outstanding Sales	59	1,014
Outstanding Purchases	(630)	(549)
	1,753	**2,763**

A summary of individual investments exceeding 5% of the Fund's total net assets is set out below:

Investment	**31 March 2013**	**% of net assets**
UK Equity Index Unit Trust	118,238	22.2%
North America Equity Index Unit Trust	31,403	5.9%

A summary of the options held at the year-end is set out below:

Notional Holding	**Market Value as at 31.03.12 £'000**	**Asset**	**Expiring**	**Put/Call**	**Notional Holding**	**Market Value as at 31.03.13 £'000**
0	0	CBOE SPX Index	Two Month	Call	389	18
0	0	CBOE SPX Index	Three Month	Put	1,119	146
49	32	S&P 500 Index	Three Month	Put	0	0
0	0	FTSE 100	Three Month	Put	116	50
0	0	CBOE SPX Index	Four Month	Call	696	82
0	0	S&P 500 Index	Six Month	Put	184	140
0	0	FTSE 100	Six Month	Put	116	128
0	0	S&P 500 Index	Six Month	Put	184	359
	32					**923**

Notional Holding	**Market Value as at 31.03.12 £'000**	**Liability**	**Expiring**	**Put/Call**	**Notional Holding**	**Market Value as at 31.03.13 £'000**
(152)	(200)	S&P 500 Index	One Month	Call	0	0
(226)	(24)	FTSE 100	Two Month	Call	0	0
0	0	FTSE 100	Three Month	Call	(116)	(49)
(19)	(3)	FTSE 100	Three Month	Put	(116)	(24)
(49)	(20)	S&P 500 Index	Three Month	Put	(184)	(85)
(156)	(306)	S&P 500 Index	Three Month	Call	(184)	(374)
0	(0)	FTSE 100	Six Month	Put	(116)	(76)
0	0	FTSE 100	Six Month	Call	(116)	(71)
0	0	S&P 500 Index	Six Month	Put	(184)	(264)
0	0	S&P 500 Index	Six Month	Call	(184)	(442)
	(553)					**(1,385)**
	(521)	**NET**				**(462)**

Asset Value as at 31.03.12 £'000	Liability Value as at 31.03.12 £'000	Currency	Asset Value as at 31.03.13 £'000	Liability Value as at 31.03.13 £'000
0	0	Sterling	55,733	
0	0	US Dollars		(8,096)
0	0	Canadian Dollars		(3,035)
0	0	Swiss Francs		(519)
0	0	Australian Dollars		(6,943)
0	0	Japanese Yen		(5,549)
0	0	Norwegian Krone		(6,303)
0	0	Singapore Dollar	4,108	
0	0	Swedish Kroner		(4,043)
0	0	Danish Krone		(1,853)
0	0	Euro		(24,651)
0	**0**	**TOTAL**	**59,841**	**(60,992)**

12(a) Financial Instruments

Accounting policies describe how different asset classes of financial instruments are measured and how income and expenses, including fair value gains and losses, are recognised. The following table analyses the carrying amounts of financial assets and liabilities by category and net asset statement heading. No financial assets were reclassified during the accounting period.

		31 03.12				**31.03.13**
Designated as fair value through profit & loss £'000	**Loans & Receivables £'000**	**Financial Liabilities at amortised cost £'000**		**Designated as fair value through profit & loss £'000**	**Loans & Receivables £'000**	**Financial Liabilities at amortised cost £'000**
			Financial Assets			
156,557			Fixed Interest Securities	153,334		
5,937			Index Linked Securities	1,935		
73,888			Equities	99,883		
178,807			Pooled Investments	211,968		
27,810			Pooled Property Investments	42,511		
5,342			Commodities	5,152		
32			Derivative contracts	923		
	17,371		Cash		18,272	
	3,317		Debtors		3,493	
448,373	**20,688**	**0**	**TOTAL**	**515,706**	**21,765**	**0**
			Financial Liabilities			
(553)			Derivative Contracts	(1,385)		
			Currency Futures	(1,151)		
			Unsettled Trades			(549)
			Other Investment Balances			
		(1,370)	Creditors			(658)
(553)	**£0**	**(1,370)**	**TOTAL**	**(2,536)**	**0**	**(1,207)**
447,820	**20,688**	**(1,370)**	**GRAND TOTAL**	**513,170**	**21,765**	**(1,207)**

12 (b) Net Gains and Losses on Financial Instruments

31.03.12 £'000	Financial Assets	31.03.13 £'000
8,961	Fair value through profit & loss	48,738
0	Loans and receivables	0
8,961		**48,738**
	Financial Liabilities	
0	Fair value through profit & loss	(470)
(871)	Loans and receivables	0
8,090	**TOTAL**	**48,268**

12 (c) Fair Value of Financial Instruments and Liabilities

The following table summarises the carrying values of the financial assets and financial liabilities by class of instrument compared with their fair value.

31.03.12 Carrying Value £'000	31.03.12 Fair Value £'000		31.03.13 Carrying Value £'000	31.03.13 Fair Value £'000
		Financial Assets		
413,227	449,607	Fair value through profit & loss	435,701	515,706
20,685	20,688	Loans and Receivables	21,661	21,765
433,912	**470,295**	**Total Financial Assets**	**457,362**	**537,471**
		Financial Liabilities		
(553)	(553)	Fair value through profit & loss	(1,385)	(2,536)
(1,370)	(1,370)	Financial Liabilities at amortised cost	(1,207)	(1,207)
(1,923)	**(1,923)**	**Total Financial Liabilities**	**(2,592)**	**(3,743)**

12 (d) Valuation of Financial Instruments carried at fair value

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

Level 1
Financial instruments at Level 1 are those where the fair values are derived from unadjusted quoted prices in active markets for identical assets or liabilities. Products classified as level 1 comprise quoted equities, quoted fixed securities, quoted index-linked securities and unit trusts.

Level 2
Financial instruments at Level 2 are those 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 the fair value and where these techniques use inputs that are based significantly on observable market data.

Values as at 31 March 2013	Level 1 £'000	Level 2 £'000	TOTAL £'000
Financial Assets			
Financial Assets at fair value through profit & loss	241,262	274,444	515,706
Loans and receivables	21,765	0	21,765
Total Financial Assets	**263,027**	**274,444**	**537,471**
Financial Liabilities			
Financial liabilities at fair value through profit & loss	(1,385)	(1,151)	(2,536)
Financial liabilities at amortised cost	(1,207)	0	(1,207)
Total Financial Liabilities	**(2,592)**	**(1,151)**	**(3,743)**
Net Financial Assets	**260,435**	**273,293**	**533,728**

Assets as at 31 March 2012	Level 1 £'000	Level 2 £'000	TOTAL £'000
Financial Assets			
Financial Assets at fair value through profit & loss	203,501	244,872	448,373
Loans and receivables	20,688	0	20,688
Total Financial Assets	**224,189**	**244,872**	**469,061**
Financial Liabilities			
Financial liabilities at fair value through profit & loss	(553)	0	(553)
Financial liabilities at amortised cost	(1,370)	0	(1,370)
Total Financial Liabilities	**(1,923)**	**0**	**(1,923)**
Net Financial Assets	**222,266**	**244,872**	**467,138**

12(e) Risk and Risk Management

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 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 Authority manages these investment risks as part of its overall pension fund risk management programme.

Market Risks

Market risk is the risk of loss from fluctuations in equity and commodity prices, interest and foreign exchange rates and credit spreads. The fund is exposed to market risk from its investment activities, particularly through its equity holdings. The level of risk exposure depends on market conditions, expectations of future price and yield movements and the asset mix.

The objective of the Fund's risk management strategy is to identify, manage and control market risk exposure within acceptable parameters, whilst optimising the return on risk.

In general, excessive volatility in market risk is managed through the diversification of the portfolio in terms of geographical and industry sector and individual securities. To mitigate market risk, the Authority and the Fund's investment advisers undertake appropriate monitoring of market conditions and benchmark analysis.

Exchange traded option contracts on individual securities are used periodically to manage market risk on equity investments. It is possible for over-the-counter equity derivative contracts to be used in exceptional circumstances to manage specific aspects of market risk.

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

The fund is exposed to share and derivative price risk. This arises from investments held by the fund for which the future price is uncertain. All securities investments present a risk of loss of capital. Except for shares sold short, the maximum risk resulting from financial instruments is determined by the fair value of the financial instruments. Possible losses from shares sold short are unlimited.

The fund's investment managers mitigate this price risk through diversification and the selection of securities and other financial instruments and other financial instruments is monitored by the Authority to ensure it is within limits specified in the fund's investment strategy.

Other price risk – sensitivity analysis
Following analysis of historical data and expected instrument return movements during the financial year, in consultation with the fund's performance monitoring advisers, the Authority has determined that the following movements in market price risk are reasonably possible for the 2012/13 reporting period.

Asset Type:	**Potential Market movement (+/-)**
UK Equities	11.3%
Overseas Equities	10.3%
UK Government Bonds	10.1%
UK Corporate Bonds	7.1%
Overseas Bonds	5.5%
Index-Linked	1.8%
Property	7.4%
Commodities	16.1%

If the market price of the fund investments had increased/decreased in line with the above, the change in the net assets available to pay benefits in the market price would have been as follows:

Price Risk:

Asset Type	**Value £'000**	**% Change ***	**Value on Increase £'000**	**Value on Decrease £'000**
UK Equities	141,455	11.3%	157,439	125,471
Overseas Equities	170,396	10.3%	187,946	152,845
UK Government Bonds	58,164	10.1%	64,039	52,289
UK Corporate Bonds	38,734	7.1%	41,484	35,984
Overseas Bonds Inc Hedging	56,436	5.5%	59,540	53,332
Index Linked	1,935	1.8%	1,970	1,900
Property	42,511	7.4%	45,657	39,365
Commodities	5,152	16.1%	5,981	4,323
Cash	18,272	0.0%	18,272	18,272
Derivatives	462	0.0%	462	462

Currency Risk

Currency risk represents the risk that the fair value of future cash flows of a financial instrument 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 the base currency of the fund, i.e. £Sterling.

A 8.2% fluctuation in the currency is considered reasonable based on the Fund's performance monitoring adviser's analysis of long-term historical movements in the month-end exchange rates over a rolling 36-month period.

A 8.2% strengthening/weakening of the pound against the various currencies in which the fund holds investments would increase/decrease the net assets available to pay benefits as follows:

Currency Risk (by asset class):

Asset Type	**Value £'000**	**% Change ***	**Value on Increase £'000**	**Value on Decrease £'000**
Overseas Equities	169,360	8.2%	183,248	155,472
Overseas Bonds	26,260	8.2%	28,413	24,107

- % change has been rounded to 0.1 decimal point

Credit Risk

Credit risk represents the risk that the counterparty to a transaction or a financial instrument will fail to discharge an obligation and cause the fund to incur a financial loss. The market values of investments generally reflect 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 form of credit risk. The selection of high quality counterparties, brokers and financial institutions minimises credit risk that may occur through the failure to settle a transaction in a timely manner.

Contractual credit risk is represented by the net payment or receipt that remains outstanding and the cost of replacing the derivative position in the event of a counterparty default. The residual risk is minimal due to the various insurance policies held by the exchanges to cover defaulting counterparties.

Credit risk on over-the-counter derivative contracts is minimised as counterparties are recognised financial intermediaries with acceptable credit ratings determined by a recognised rating agency.

Liquidity Risk

Liquidity risk represents the risk that the fund will not be able to meet its financial obligations as they fall due. The Authority therefore takes steps to ensure that the pension fund has adequate cash resources to meet its commitments.

The pension fund has immediate access to its cash holdings that are invested by the Authority. The levels of cash held are reviewed by the Authority as part of the periodic cash-flow forecasting and form part of the fund's investment strategy. The fund's investment strategy ensures that the majority of the fund is invested in assets that can be sold at short notice to avoid any liquidity risk.

13. Fund Management

As at 31 March 2013, the fair value of assets under management was £534 million. The Fund has undertaken work in conjunction with the Fund's external adviser, JLT Consultants and Actuaries, to implement a long-term strategy to match the objective of being fully funded. The structure of the Fund resulted in a strategic benchmark of 80% equities (including property and cash) and 20% bonds. As set out in the Pension Fund's Statement of Investment Principles, the asset allocation may be varied and rebalancing may be suspended at the discretion of the Pension Fund Investment Panel. As at 31 March 2013, the Fund was allocated as shown in the table below:

Manager	Mandate	Value of Portfolio £'000	% of the Fund %
Standard Life	Fixed Income Mandate	125,754	23.6%
Newton	High Alpha Mandate	137,979	25.8%
SSgA	Global Equity Index Tracking Mandate	187,303	35.1%
BlackRock	Asia Pacific Equity Mandate	15,195	2.8%
Schroders	Emerging Markets Equity Mandate	21,774	4.1%
BlackRock	Property	17,956	3.4%
Schroders	Property	24,828	4.7%
LBR	Cash	2,939	0.5%
		533,728	**100%**

14. Investments as at 31 March 2013

Investments: the Fund's asset mix was as follows:

	2011/12	2012/13
Equities	54%	58%
Bonds	35%	29%
Property	6%	8%
Cash and other investments	5%	5%
	100%	**100%**

15. Statement of Investment Principles

The Authority is required by law to prepare and publish a Statement of Investment Principles (SIP). This Statement sets out the Fund's policy on a range of matters relating to the investments and management of the Pension Fund and is regularly reviewed and updated. A copy of the SIP can be found on the Authority's website www.redbridge.gov.uk.

16. Investment Management Expenses

The fees in respect of the Fund's general investment management have been accounted for on the basis contained within the appropriate management agreements. A proportion of relevant Authority officers' salaries, including on-costs, have been charged to the Fund in respect of time spent on investment related business.

	2011/12 £'000	2012/13 £'000
Fund Manager Fees	1,262	1,623
Custodian Fees	73	72
Performance Management Services	16	17
Other Advisory & Investment Fees	84	4
	1,435	**1,716**

17. Current Assets and Liabilities

	2011/12 £'000	2012/13 £'000
Contributions due	880	181
Prepaid Expenses	54	0
Total of Current Assets	**934**	**181**
Accrued benefits	(145)	(220)
Accrued expenses	(1,225)	(438)
Total of Current Liabilities	**(1,370)**	**(658)**

18. Stock Lending

The Fund does not participate in stock lending arrangements.

19. Related Party Transactions

During the year no Councillors or Chief Officers with direct responsibility for Pension Fund issues have undertaken any declarable transactions with the Pension Fund, other than the following.

- Administrative services undertaken by the Authority of the Pension Fund were £375,900 (£411,000 in 2011/12).
- Investment services undertaken by the Authority of the Pension Fund were £116,000 (£81,000 in 2011/12)

20. Actuarial Valuation

In 2012/13, the contribution paid by the Authority as an employer was determined following an actuarial valuation of the Fund as at the 31 March 2010. The valuation as at 31 March 2010 set the employer's contribution rates for the years 2011/12, 2012/13 and 2013/14. The actuarial method used by the Actuary is known as the "projected unit method". The key feature of this method is that in assessing the future service cost, the Actuary calculates the contribution rate, which meets the cost of benefits accruing in the year after the valuation date. This is the same method adopted at the previous valuation and is an appropriate method for a fund which is open to new members.

For this valuation the actuary adopted a market value approach whereby assets were valued initially on a market value basis and liability assumptions were derived from gilt yields. Those assumptions, which have the most significant effect on the results of the valuation, are:

Assumption	Rate
The rate of increase in pensionable earnings	2.8%
The rate of return on investments	4.8%
"Gilt-based" discount rate	4.5%
The level of increase in earnings growth	4.6%

The result of the 2010 valuation was that the value of the Fund's assets was actuarially assessed as £397 million, which was sufficient to meet 71% of its accrued liabilities. The employer's contribution rate required as a result of the valuation incorporates a phased increase in the balance of the Fund to meet 100% of future benefit liabilities, as required by Pension Fund regulations. As a result of the 2010 valuation, those employers within the Fund that have funding shortfalls are required to make repayment over an agreed period in accordance with the policies set out in the Pension Fund's Funding Strategy Statement (available on the Authority's web site www.redbridge.gov.uk), and certified by the Actuary in the Actuarial Report. The new employer contribution rates and shortfall payments commenced from 1 April 2011.

21. Actuarial Present Value of Promised Retirement Benefits

The Fund's Actuary prepares reports for the purposes of IAS19 for the Authority and other employers participating in the Pension Fund upon request. Further information pertaining to the Authority is included at note 46 of the Notes to the Core Financial Statements on pages 76 to 80 of the Authority's accounts.

The Actuary has calculated that the liabilities at 31 March 2013 for the entire Fund comprises of:

Type of Member	2011/12 Liability £'millions	2012/13 Liability £'millions
Employees	367	469
Deferred Members	113	135
Pensioners	249	259
Total	**729**	**863**

The net liability of the Fund in relation to the actuarial present value of promised retirement benefits and the net assets available to fund these benefits is as follows (based upon IAS19 information).

	31 March 2012 £'millions	31 March 2013 £'millions
Present value of funded obligations	(729)	(863)
Fair value of Fund Assets	467	535
Net Liability for the whole Fund	**(262)**	**(328)**

These calculations have been determined using the following financial assumptions:

Year Ended	31 March 2012 % p.a.	31 March 2013 % p.a.
Inflation / Pension Increase Rate	2.5	2.8
Salary Increase Rate	4.3	4.6
Discount Rate	4.8	4.5

22. Additional Voluntary Contributions (AVC's)

The Authority has a statutory obligation to provide an additional voluntary contribution (AVC) facility. This facility provides the means for members of the Pension Fund to pay contributions into a policy, which will be used to buy additional pension benefits when the member retires. The Authority has appointed Clerical Medical and Standard Life as joint AVC providers to provide a range of AVC fund options. A residual arrangement remains with the Authority's previous provider, Equitable Life, specifically for pension fund members who were contributing to this fund and wished to continue to do so. A total of 17 members of the Pension Fund contribute to the AVC schemes. In 2012/13 £46,348 of contributions were made to the AVC Scheme (£54,704 in 2011/12).

The Authority, as employer, does not make any contribution to the AVC scheme and these funds do not form part of the Authority's Pension Fund accounts.

23. Contingent Liabilities

There were no material contingent liabilities or contractual commitments at the year-end (2012 - Nil).

PUBLICATIONS

The Pension Fund publishes the following documents on the Council's website www.redbridge.gov.uk within the section "The Council" : "Our Finance" : "Pension Fund"

1. Annual Business Plan

The Pension Fund Investment Panel undertakes a review of the activities of the Panel over the previous twelve months and sets out the tasks for the forthcoming year. This would include reviewing policy statements and monitoring the performance of the fund. The Annual Business Plan is agreed each year at the Investment Panel meeting held in May.

2. Annual Review

This review sets out details of the activities of the Investment Panel over the Committee cycle and assesses this work with the objectives as set out in the Annual Business Plan. This Review is presented to the Investment Panel meeting held in September and is distributed to the members of the Council's Cabinet for their information.

3. Communication Policy Statement (Appendix 1)

This statement is produced by the Pension Administration Team and is revised periodically to ensure that it remains consistent with recommended practices. The statement sets out the Council's policy for:

- ☐ communicating with interested parties including members and other employers within the scheme,
- ☐ the method & frequency of communications used
- ☐ promoting the LGPS to seek to increase membership within the scheme,
- ☐ performance objectives for administering the scheme.

4. Fund Strategy Statement (Appendix 2)

This statement is prepared in collaboration with the Fund's Actuary and after consultation with the Fund's employers and investment advisers and sets out:

- ☐ the strategy for the Pension Fund to show how the pension liabilities are to be met whilst seeking to achieve a constant and affordable employer contribution rate,
- ☐ shows details as to how the Fund is seeking to achieve its objectives and the risk associated with the strategy,
- ☐ details of the responsibilities for each key party, including the employers, employees and actuary.

The Funding Strategy Statement is under review to coincide with the next valuation as at 1 April 2013.

5. Governance Compliance Statement (Appendix 3)

The objective of this statement is to make the administration and stewardship of the scheme more transparent and accountable to its stakeholders. It therefore provides details of:

- ☐ how the Council, as Administering Authority maintains and manages its pension fund function in accordance with regulatory requirements,
- ☐ the structure for the decision making process, which includes details of the various responsibilities for administering the Pension Fund,
- ☐ the frequency of Investment Panel meetings,
- ☐ the voting rights of the Panel members,
- ☐ accessibility to information and training.

6. Statement of Investment Principles (SIP) (Appendix 4)

Administrating Authorities are required to prepare, maintain and publish a written statement of the principles governing their decisions about investments. This document therefore sets out details of:

- ☐ the framework of the Redbridge Fund,
- ☐ the responsibilities of the various parties involved with the Pension Fund, including the Investment Panel and the Director of Finance & Resources, together with the services of the actuary and independent investment advisers,
- ☐ the investment objective & style,
- ☐ the various fund managers, the terms of the mandates, the risks associated with the investments and the measures undertaken to reduce the risk. Also the role of the custodian,
- ☐ the fund's compliance with the Investment Principles.

A copy of these documents can be obtained by contacting the Corporate Accounting Team.

The Agenda and Minutes of the Investment Panel meetings are also available on the Council's web-site "Redbridge i"

CONTACT DETAILS

Registered Address	Director of Finance & Resources London Borough of Redbridge Lynton House 255 – 259 High Road Ilford Essex IG1 1NN
Pension Enquiries	Doug Falconer pensions(lgps)admin@redbridge.gov.uk 020 8708 3447
Investments Enquiries	hilary.taylor@redbridge.gov.uk

Appendix 1

London Borough of
Redbridge

London Borough of Redbridge Pension Fund

Communications Policy Statement

March 2006

Introduction

This is the Communications Policy Statement of the London Borough of Redbridge Pension Fund, (the Administering Authority).

The Fund liaises with 5 employers and over 10,000 scheme members in relation to the Local Government Pension Scheme. The delivery of the benefits involves communication with a number of other interested parties. This statement provides an overview of how we communicate and how we intend to measure whether our communications are successful.

It is effective from 1 April 2006.

Any enquiries in relation to this Communications Policy Statement should be sent to:

Doug Falconer
HR Manager - Pensions London
Borough of Redbridge Human
Resources
Lynton House
255 – 259 High Road
Ilford
Essex IG1
1NY

Email: doug.falconer@redbridge.gov.uk
Telephone : 020 8708 3549

Regulatory Framework

This policy statement is required by the provisions of Regulation 106B of the Local Government Pension Scheme Regulations 1997. The provision requires us to:

"*….prepare, maintain and publish a written statement setting out their policy concerning communications with:*

(a) members.

(b) representatives of members.

(c) prospective members.

(d) employing authorities."

In addition it specifies that the statement must include information relating to:

"(a) the provision of information and publicity about the Scheme to members, representatives of members and employing authorities;

(b) the format, frequency and method of distributing such information or publicity; and

(c) the promotion of the Scheme to prospective members and their employing authorities."

As a provider of an occupational pension scheme, we are already obliged to satisfy the requirements of the Occupational Pension Schemes (Disclosure of information) Regulations and other legislation, for example the Pensions Act 2004. Previously the disclosure requirements have been prescriptive, concentrating on timescales rather than quality. From 6 April 2006 more generalised disclosure requirements are to be introduced, supported by a Code of Practice. The type of information that pension schemes are required to disclose will remain very much the same as before, although the prescriptive timescales are being replaced with a more generic requirement to provide information within a *"reasonable period"*. The draft Code of Practice[1] issued by the Pensions Regulator in September 2005 sets out suggested timescales in which the information should be provided. While the Code itself is not a statement of the law, and no penalties can be levied for failure to comply with it, the Courts or a tribunal must take account of it when determining if any legal requirements have not been met. A summary of our expected timescales for meeting the various disclosure of information requirements are set out in the Performance Management section of this document, alongside those proposed by the Pension Regulator in the draft Code of Practice.

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[1] Code of Practice – Reasonable periods for the purposes of the Occupational Pension Schemes (Disclosure of Information) Regulations 2006 issued September 2005.

Responsibilities and Resources

Within the Pension Section the responsibility for communication material is performed by our Pension Manager working in collaboration with the Pensions Manager at LB Havering, with the assistance of Senior Pensions Officers at both boroughs.

Some of our communications, including web based or electronic material, are written and designed by the Pensions Group in conjunction with LB Havering. Other items, such as newsletters, are prepared with the assistance of external consultants or, as in the case of the scheme booklets, purchased direct from outside companies.

Communication with key audience groups

Our audience

We communicate with a number of stakeholders. For the purposes of this communication policy statement, we are considering our communications with the following audience groups:

- active members;
- deferred members;
- pensioner members;
- prospective members;
- employing authorities (scheme employers and admission bodies);

In addition there are a number of other stakeholders with whom we communicate on a regular basis, such as Her Majesty's Revenue and Customs, the Office of the Deputy Prime Minister, solicitors, the Pensions Advisory Service, senior officers, unions and other pension providers. We also consider as part of this policy how we communicate with these interested parties.

How we communicate

General communication

We will continue to use paper based communication as our main means of communicating, for example, by sending letters to our scheme members. However, we will compliment this by use of electronic means such as our website www.redbridge.gov.uk and intranet site http://insidelbr/. We will accept communications electronically, for example, by e-mail and, where we do so, we will respond electronically where possible.

Our pension section staff are responsible for dealing with queries from our customers. Any phone calls or visitors are then passed to the relevant person within the section. Direct line phone numbers are advertised to allow easier access to the correct person.

Branding

Although the Pension Fund is administered by the London Borough of Redbridge, pension administration links are continually being developed with the London Borough of Havering and therefore wherever possible literature and communications will conform with the branding of both authorities.

Accessibility

We recognise that individuals may have specific needs in relation to the format of our information or the language in which it is provided. Demand for alternative formats/languages is not high enough to allow us to prepare alternative format/language material automatically.

Policy on communication with Active, Deferred and Pensioner Members

Our objectives with regard to communication with members are:

- for the LGPS to be used as a tool in the attraction and retention of employees.
- for better education on the benefits of the LGPS.
- to provide more opportunities for face to face communication.
- as a result of improved communication, for queries and complaints to be reduced.
- for our employers to be employers of choice.
- to increase take up of the LGPS employees.
- to reassure stakeholders.

Our objectives will be met by providing the following communications, which are over and above individual communications with members (for example, the notifications of scheme benefits or responses to individual queries). The communications are explained in more detail beneath the table:

Method of Communication	***Media***	***Frequency of issue***	***Method of Distribution***	***Audience Group (Active, Deferred, Pensioner or All)***
Scheme booklet	Paper based	At joining and major scheme changes	Post to home address/via employers	Active
Newsletters	Paper based	Annually and after any scheme changes	Post to home address/via employers	Active
Pension Fund Report and Accounts	Paper based and on website	Annually	On request	All
Annual Report to Scheme Members	Paper based and on website	Annually	Post to home address/via employers	All
Estimated Benefit Statements	Paper based	Annually	Post to home address/via employers for active members. To home address for deferred members.	Active and Deferred.
Factsheets	Paper based	On request	On request	Active and deferred

Intranet site and website	Electronic	Continually available	Continually available	All
Individual education sessions	Face to face	On request	On request	All
Joiner packs	Paper based	On joining	Post to home addresses	Active members

Explanation of communications

Scheme booklet - A booklet providing an overview of the LGPS, including who can join, how much it costs, the retirement and death benefits and how to increase the value of benefits.

Newsletters - An annual newsletter which provides updates in relation to changes to the LGPS as well as other related news, such as national changes to pensions, contact details, etc.

Pension Fund Report and Accounts – These are included within the Statement of Accounts for the London Borough of Redbridge. Details of the value of the Pension Fund at the end of the financial year, income and expenditure as well as other related details, for example, the current employing authorities and scheme membership numbers. This is a somewhat detailed and lengthy document and, therefore, it will not be routinely distributed except on request. A summary document, as detailed below, will be distributed.

Annual Report to Scheme Members – provides a handy summary of the position of the Pension Fund during the financial year, income and expenditure as well as other information related to the administration of the pension scheme.

Estimated Benefit Statements – For active members these include the current value of benefits as well as the projected benefits at age 65. The associated death benefits are also shown as well as details of any individuals the member has nominated to receive the lump sum death grant. In relation to deferred members, the benefit statement includes the current value of the deferred benefits and the earliest payment date of the benefits as well as the associated death benefits.

Factsheets – These are leaflets that provide some detail in relation to specific topics.

Intranet site and website – The intranet and web sites will provide scheme specific information, forms that can be printed or downloaded, access to documents, links to related sites and contact information.

Individual education sessions – These are education sessions that are available on request for individual members. For example, where an employer is going through a restructuring, it may be beneficial for employees to understand the impact any pay reduction may have on their pension rights.

Joiner packs – These complement the Scheme booklet, and includes the latest version of the Annual Report to Scheme Members.

Policy on promotion of the scheme to Prospective Members and their Employing Authorities

Our objectives with regard to communication with prospective members are:

- to improve take up of the LGPS.
- for the LGPS to be used as a tool in the attraction of employees.

As we, in the Pension Section, do not have direct access to prospective members, we will work in partnership with the employing authorities in the Fund to meet these objectives. We will do this by providing the following communications:

Method of Communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Scheme Booklet	Paper based	On commencing employment	Via employers	New employees

Explanation of communications

Scheme booklet - A booklet providing an overview of the LGPS, including who can join, how much it

Policy on communication with Employing Authorities

Our objectives with regard to communication with employers are:

- to improve relationships.
- to assist them in understanding costs/funding issues.
- to work together to maintain accurate data.
- to ensure smooth transfers of staff.
- to ensure they understand the benefits of being an LGPS employer.
- to assist them in making the most of the discretionary areas within the LGPS. Our objectives will

  be met by providing the following communications:

Method of Communication	***Media***	***Frequency of issue***	***Method of Distribution***	***Audience Group***
Newsletters	Paper based	As necessary	Post	Main contact for all employers
Pension Fund Report and Accounts	Paper based and on website	Annually	Post and electronically	Main contact for all employers
Employer Communication	paper based	As an when required, but at least annually	post	Main contact for all employers

Meeting with adviser	Face to face	On request	Invite sent by post or email	Senior management involved in funding and HR issues.

Explanation of communications

Newsletters – A technical briefing newsletter that will include recent changes to the scheme, the way the Pension Section is run and other relevant information so as to keep employers fully up to date.

Pension Fund Report and Accounts – Details of the value of the Pension Fund during the financial year, income and expenditure as well as other related details, for example, the current employing authorities and scheme membership numbers.

Employer Communication – to consult on and discuss developments of the Funds statement of investment principles, funding strategy statement, governance policy and other similar documents, as well as to discuss the outcome of the actuarial valuation exercise.

Adviser meeting-Gives employers the opportunity to discuss their involvement in the scheme with advisers.

Policy on communication with senior managers

Our objectives with regard to communication with senior managers are:

- to ensure they are fully aware of developments within the LGPS
- to ensure that they understand costs/funding issues
- to promote the benefits of the scheme as a recruitment/retention tool

Our objectives will be met by providing the following communications:

Method of communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Briefing papers	Paper based and electronic	As and when required	Email or hard copy	All

Explanation of communications

Briefing papers – a briefing that highlights key issues or developments relating to the LGPS and the Fund.

Policy on communication with union representatives

Our objectives with regard to communication with union representatives are:

- to ensure they are aware of the Pension Fund's policy in relation to any decisions that need to be taken concerning the scheme,
- to engage in discussions over the future of the scheme,

- to provide opportunities to educate union representatives on the provisions of the scheme

Our objectives will be met by providing the following communications:

Method of communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Individual face to face education sessions	Face to face	On request	On request	All

Explanation of communications

Individual face to face education sessions – these are education sessions that are available on request for union representatives and activists, for example to improve their understanding of the basic principles of the scheme, or to explain possible changes to policies.

Policy on communication with elected members/the Pensions Panel

Our objectives with regard to communication with elected members/the Pensions Panel are:

- to ensure they are aware of their responsibilities in relation to the scheme,
- to seek their approval to the development or amendment of discretionary policies, where required,
- to seek their approval to formal responses to government consultation in relation to the scheme

Our objectives will be met by providing the following communications:

Method of Communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Briefing papers	Paper based and electronic	As and when required	Email or hard copy	Any members as appropriate
Annual Report to Scheme Members	Paper based	Annually	Post to home address/via employers	All members participating in the pension scheme
Scheme and investment updates/training sessions	Paper based and electronic	As an when required	Email, hardcopy report or presentation	All members of the Investment Panel
Investment Panel meetings	Meeting	Quarterly	N/A	All members of the Investment Panel

Explanation of communications

Briefing papers – a briefing that highlights key issues and developments to the LGPS and the Fund.

Annual Report to Scheme Members – provides a handy summary of the position of the Pension Fund during the financial year, income and expenditure as well as other information related to the administration of the pension scheme.

Scheme and investment updates/training sessions – providing a broad overview of the main provisions of the LGPS, and elected members responsibilities within it.

Investment Panel meetings – a formal meeting of elected members, attended by senior managers, at which local decisions in relation to the pension fund's investments are taken.

Policy on communication with pension section staff

Our objectives with regard to communication with pension section staff are:

- to ensure they are aware of changes and proposed changes to the scheme
- to provide on the job training to new staff
- to develop improvements to services, and changes to processes as required
- to agree and monitor service standards

Our objectives will be met by providing the following communications:

Method of Communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Face to face training sessions	Face to face	As required	By arrangement	All
Staff meetings	Face to face	As required, but no less frequently than monthly	By arrangement	All
Attendance at seminars	Externally provided	As and when advertised	By email, paper based	All

Explanation of communications

Face to face training sessions – which enable new staff to understand the basics of the scheme, or provide more in depth training to existing staff, either as part of their career development or to explain changes to the provisions of the scheme

Staff meetings – to discuss any matters concerning the local administration of the scheme, including for example improvements to services or timescales

Attendance at seminars – to provide more tailored training on specific issues

Policy on communication with tax payers

Our objectives with regard to communication with tax payers are:

- to provide access to key information in relation to the management of the scheme

- to outline the management of the scheme

Our objectives will be met by providing the following communications:

Method of Communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Pension Fund Report and Accounts	Paper based and on Pension Fund website	Annually	Post and electronically	All, on request
Public Committee Papers	Paper based and on Pension Fund website	As and when available	Post and electronically	All, on request

Explanation of communications

Pension Fund Report and Accounts – details of the value of the Pension Fund during the financial year, income and expenditure as well as other related details, for example, the current employing authorities and scheme membership numbers.

Committee Papers - a formal document setting out relevant issues in respect of the LGPS, in many cases seeking specific decisions or directions from elected members

Policy on communication with other stakeholders/interested parties

Our objectives with regard to communication with other stakeholders/interested parties are:

- to meet our obligations under various legislative requirements,
- to ensure the proper administration of the scheme
- to deal with the resolution of pension disputes,
- to administer the Fund's AVC scheme.

Our objectives will be met by providing the following communications:

Method of Communication	***Media***	***Frequency of Issue***	***Method of Distribution***	***Audience Group***
Pension Fund valuation reports • R&A certificates • Revised R&A certificates • Cessation valuations	Electronic	Every three years	Via email	Office of the Deputy Prime Minister ODPM)/Her Majesty's Revenue and Customs (HMRC)/all scheme employers

Details of new employers entered into the Fund	Hard copy	As new employers are entered into the Fund	Post	ODPM/HMRC
Formal resolution of pension disputes	Hard copy or electronic	As and when a dispute requires resolution	Via email or post	Scheme member or their representatives, the Pensions Advisory Service/the Pensions Ombudsman
Completion of questionnaires	Electronic or hard copy	As and when required	Via email or post	ODPM/HMRC/the Pensions Regulator

Explanation of communications

Pension Fund Valuation Reports – a report issued every three years by the Fund's actuary setting out the estimated assets and liabilities of the Fund as a whole, as well as setting out individual employer.

Details of new employers – a legal requirement to notify both organisations of the name and type of employer entered into the Fund (e.g. following the admission of third party service providers into the scheme).

Resolution of pension disputes – a formal notification of pension dispute resolution, together with any additional correspondence relating to the dispute.

Completion of questionnaires – various questionnaires that may be received, requesting specific information in relation to the structure of the LGPS or the makeup of the Fund.

Performance Measurement

So as to measure the success of our communications with active, deferred and pensioner members, we will monitor the following:

Timeliness

We will measure against the following target delivery timescales:

Communication	***Audience***	***Statutory delivery period***	***Target delivery period***
Annual Benefit Statements	Active and Deferred members.	Annually	Annually in accordance with legislation.
Individual estimates of benefits	Active members	On request	Fifteen working days

Telephone calls	All	Not applicable	80% of phone calls to be answered within 12 seconds
Issue of retirement benefits	Active and deferred members retiring	Within two months of retirement	Retirement benefits to be issued within five working days of retirement
Transfers out	Leavers	Within two months of withdrawal	Within fifteen working days of receiving complete information
Transfers in	Joiners/active members	Within two months of request	Within five working days of receiving complete information

Results

Details of our performance will be reported to our Human Resources Management Team regularly throughout the year.

Review Process

We will review our communication policy to ensure it meets audience needs and regulatory requirements at least every three years. A current version of the policy statement will always be available on our website at www.redbridge.gov.uk and paper copies will be available on request.

Appendix 2

LONDON BOROUGH OF REDBRIDGE PENSION FUND

FUNDING STRATEGY STATEMENT

Introduction

This is the Funding Strategy Statement (FSS) of the London Borough of Redbridge Pension Fund ("the Fund"), which is administered by the London Borough of Redbridge as the Administering Authority ("the Authority). It has been prepared in collaboration with the Fund's actuary, Hymans Robertson, and after consultation with the Fund's employers and investment advisers.

The funding principles contained within this statement were the subject of consultation with employers for the 2010 valuation exercise and agreed with the actuary to guide the outcome. The revised version replaces the previous FSS and is effective from 31 March 2010.

Regulatory Framework

Members' accrued pension benefits are guaranteed by statute. Members' contributions are fixed in the Local Government Pension Scheme Regulations at a level which covers only part of the cost of accruing benefits. Employers pay the balance of the cost of delivering pension benefits to members. The FSS focuses on the pace at which these employer liabilities are funded and, insofar as is practical, the measures to ensure that employers or pools of employers pay for their own liabilities.

The FSS forms part of a framework which includes:

- ☐ the Local Government Pension Scheme (Administration) Regulations 2008 (regulations 35, 36 and 37 are particularly relevant);
- ☐ the Rates and Adjustments Certificate, which is appended to the Fund's triennial valuation report;
- ☐ actuarial factors for valuing early retirement costs and the cost of buying extra service; and
- ☐ the Statement of Investment Principles (SIP).

This is the framework within which the Fund's actuary carries out triennial valuations to set employers' contributions and provide recommendations to the Authority when other funding decisions are required, such as when employers join or leave the Fund. The FSS applies to all employers participating in the Fund.

Purpose of the Funding Strategy Statement in policy terms

The Communities and Local Government (CLG) (formerly the Office of the Deputy Prime Minister {OPDM}) has stated that the purpose of the FSS is:

- ☐ "to establish a clear and transparent fund-specific strategy which will identify how employers' pension liabilities are best met going forward;
- ☐ to support the regulatory framework to maintain as nearly constant employer contribution rates as possible; and
- ☐ to take a prudent longer-term view of funding those liabilities."

These objectives are desirable individually, but may be mutually conflicting. This statement, therefore, sets out how the London Borough of Redbridge has balanced the conflicting aims of affordability of contributions, transparency of processes, stability of employers' contributions, and prudence in the funding basis.

Aims and purpose of the Pension Fund

The aims of the Fund are to:

- ensure that sufficient resources are available to meet all pension liabilities as they fall due;
- help employers recognise and manage pension liabilities as they accrue;
- maximise the returns from investments within reasonable risk parameters; and
- enable employer contribution rates to be kept as nearly constant as possible and at reasonable cost to the taxpayers, and admission bodies and
- To use reasonable measures to reduce the risk to other employers and ultimately to the Council Tax payer from an employer defaulting on its pension obligations.

The purpose of the Fund is to:

- receive monies in respect of contributions, transfer values and investment income; and
- pay out monies in respect of scheme benefits, transfer values, costs, charges and expenses,

as defined in the Local Government Pension Scheme Regulations and in the Local Government Pension Scheme (Administration) Regulations 2008.

Responsibilities of the key parties

The sound management of the Pension Fund can only be achieved if all interested parties exercise their statutory duties and responsibilities conscientiously and diligently. Although a number of these parties, including investment fund managers and external auditors, have responsibilities to the Fund, the following may be considered to be of particular relevance for inclusion as a specific reference:-

The Administering Authority should: -

- collect employer and employee contributions;
- invest surplus monies in accordance with the regulations;
- ensure that cash is available to meet liabilities as and when they fall due;
- manage the valuation process in consultation with the Fund's actuary;
- notify employers of the expected timing of key events and actions related to completion of the valuation process;
- prepare and maintain an Funding Strategy Statement (FSS) and a Statement of Investment Principles (SIP), both after proper consultation with interested parties; and
- monitor all aspects of the fund's performance and funding and amend the FSS/SIP.

The Individual Employer should: -

- ☐ deduct contributions from employees' pay correctly;
- ☐ pay all contributions, including their own as determined by the actuary, promptly by the due date;
- ☐ exercise discretions within the regulatory framework;
- ☐ make additional contributions in accordance with agreed arrangements in respect of, for example, augmentation of scheme benefits and early retirement strain;
- ☐ notify the Authority promptly of all changes to membership or, as may be proposed, which affect future funding; and
- ☐ comply with the valuation timetable where required and respond to communications as necessary to complete the process.

The Fund actuary should: -

- ☐ prepare valuations including the setting of employers' contribution rates after agreeing assumptions with the Authority and having regard to the FSS;
- ☐ agree a timetable for the valuation process with the Authority to provide timely advice and results;
- ☐ prepare advice and calculations in connection with bulk transfers and individual benefit-related matters.

Solvency issues and key funding levels

Employer Contributions

The Fund's actuary is required to undertake a full valuation of the Pension Fund every three years. The latest valuation exercise was undertaken as at 31 March 2010. The actuary calculates employer contribution rates for each individual employer participating in the Fund. Employer contributions are made up of two elements:

i) the estimated cost of future benefits being accrued, referred to as the *"future service rate*"; plus

ii) an adjustment for the funding position (or "solvency") of accrued benefits relative to the Fund's solvency target (*"past service adjustment")*. If there

is a surplus there may be a contribution reduction, if a deficit a contribution addition.

For those employers with less than ten contributing members, the employers' contribution in respect of the past service adjustment will be calculated as an annual monetary amount.

The actuary is also required to adjust the contribution rate for circumstances that are deemed specific to an individual employer.

Any costs of non ill-health early retirements may be paid by instalments shortly after the decision in accordance with the Administering body's requirements.

Employer contributions are expressed as a minimum, with employers able to pay regular contributions at a higher rate. Employers should contact the Authority if they wish to do so or make one-off capital payments.

Solvency

The actuary is required to report on the "solvency" of the whole Fund at least every three years.

"Solvency" for employers is defined to be the ratio of the market value of assets to the value placed on accrued benefits determined on the Fund's actuary's on-going funding basis. This quantity is known as a funding level.

The on-going funding basis is that used for each triennial valuation and the Fund actuary agrees the financial and demographic assumptions to be used for each valuation with the Authority.

The Fund operates the same target funding level for all employers of 100% of its accrued liabilities valued on the on-going basis. The actuary will adopt different treatment for employers who wish to terminate their agreement to participate in the Fund.

The overall solvency of the Fund at the 2010 valuation is 69% which compares with 74% at the 2007 valuation.

The on-going funding basis has traditionally been used for each triennial valuation for all employers in the Fund. The on-going funding basis assumes a long-term participation in the Fund and this basis is described in the next section.

In the circumstances where:

- ☐ the employer is an Admission Body but not a Transferee Admission, and
- ☐ the employer has no guarantor, and
- ☐ the admission agreement is likely to terminate within the next 5 to 10 years or lose its last active member within that time frame.

The Administering Authority may vary the discount rate used to set employer contribution rates. In particular contributions may be set for an employer to achieve full funding on a more prudent basis (e.g. using gilt yields) by the time the agreement terminates or the last active member leaves in order to protect other employers in the Fund. This policy will increase regular contributions and reduce, but not entirely eliminate, the possibilities of a final deficit payment being required when a cessation valuation is carried out.

The Administering Authority also reserves the right to adopt the above approach in respect of those Admission Bodies with no guarantor, where the strength of covenant is considered to be weak but there is no immediate expectation that the admission agreement will cease.

The London Borough of Redbridge Pension Fund

The Fund is comprised of the liabilities of all employers participating in the Redbridge Pension Fund. The Fund is targeting a funding level of 100% over time.

The funding principles are as follows:

Investment Returns

The key financial assumption is the anticipated return on the Fund's investments. The investment return assumption makes allowance for an anticipated out-performance of returns from equities relative to Government bonds. There is, however, no guarantee that equities will out-perform bonds. The risk is greater when measured over short periods such as the three years between formal actuarial valuations, when the actual returns and assumed returns can deviate sharply.

It is therefore normally appropriate to restrict the degree of change to employers' contributions at triennial valuation dates.

Given the very long-term nature of the liabilities, a long-term view of prospective returns from equities is taken. For the 2010 valuation, it is assumed that the Fund's investments will deliver an average additional return of 1.8% a year in excess of the return available from investing in index-linked government bonds at the time of the valuation.

Inflation

The Chancellor of the Exchequer announced in his Emergency Budget on 22 June 2010 that the consumer prices index (CPI) rather than the retail prices index (RPI) will be the basis for future increases to public sector pensions in deferment and in payment. This proposed change has been allowed for in the valuation calculations as at 31 March 2010.

At the previous valuation, the Actuary derived the assumption for RPI from market data as the difference between the yield on long-dated fixed interest and index-linked government bonds. At this valuation, the Actuary propose to adjust this market-derived rate downwards by 0.5% p.a. to allow for the "formula effect" of the difference between RPI and CPI. Basing pension increases on CPI rather than RPI will serve to reduce the value placed on the Fund's liabilities.

The pension increase assumption at the 2010 valuation was 3.3% (3.2% in 2007)

Pay increases:

- ☐ Pay for public sector employees will be frozen by Government until 2012, with a flat increase of £250 being applied to all those earning less than £21,000 p.a. Although this "pay freeze" does not officially apply to local authority government employers, it has been suggested that they are expected to show similar restraint in respect of pay awards. Based on an analysis of the membership in LGPS funds, the average expected increase in pensionable pay across all employees should be around 1% p.a. for the next two years. Therefore the salary increase assumption at the 2010 valuation has been set as follows.
- ☐ 2010/2013 1%
- ☐ 2013/2015 3.3%
- ☐ 2015 onwards 4.8%

At the previous formal valuation the Actuary adopted salary growth of RPI plus 1.5% (4.7%).

General

The same financial assumptions are adopted for all on-going employers. All employers are assumed to have their assets invested in the same proportions as the whole fund asset allocation.

Staff turnover and retirements

This assumption is based on the actuary's investigations of a large portion of the local government pension scheme population as it applies to urban funds.

The actuary's funding basis makes no allowance for premature retirement except on the grounds of ill-health. Capitalised payments will be required to neutralise the impact on the Fund of un-reduced pensions paid early. Early retirement through ill-health will be properly managed in accordance with the regulations and agreement with each admitted body at the time of the valuation.

Longevity

It is acknowledged that future life expectancy and in particular the allowance for future improvements in morality is uncertain. There is a consensus amongst actuaries, demographers and medical experts that life expectancy is likely to improve in the future. The base tables adopted are S1NMA/S1NFA series tables. Allowance has been made in the on-going valuation basis for expected future improvements in life expectancy in line with Medium Cohort and a minimum improvement of 1% p.a. to future reductions in mortality rates.

The combined effect of the above changes from the 2007 valuation approach, is to add around one year of life expectancy on average. The approach taken is considered reasonable in light of the long term nature of the Fund and the assumed level of security underpinning members' benefits.

Employers should be made aware that their contributions are likely to rise in future if longevity exceeds the funding assumptions.

Admission Bodies

Future service contribution rates

The future service element of the employer contribution rate is calculated on the on-going valuation basis, with the aim of ensuring that there are sufficient assets built up to meet future benefit payments in respect of future service,

The future service rate is calculated separately for all the employers, although employers within a pool will pay the contribution rate applicable to the pool as a whole. Where it is considered appropriate to do so, the Administering Authority reserves the right to set a future service rate by reference to liabilities valued on a lower discount rate.

Some Admission Bodies, dependent upon the terms of their admission agreements and employment contracts, have the power not to automatically admit all eligible new staff to the Fund. The actuarial approach for the calculation of future service contribution rates therefore depends upon whether new entrants are admitted to the Fund or not.

Employers that admit new entrants – the employer's future service rate are derived by using the "Projected Unit Method" of valuation. If future experience is in line with assumptions, and the employer's membership profile remains stable, this methodology should result in a broadly stable contribution rate over time. If the membership of employers matures (e.g. because of lower recruitment) the rate would rise.

Employers that do not admit new entrants – in a closed scheme it is expected that the average age of employee members will increase over time and hence, all other things being equal, the future service rate will increase as the membership ages. To give more stability to such employer contributions, the "Attained Age" funding methodology is adopted. This limits the degree of future contribution rises by paying a higher rate at the outset.

Both future service rates will include expenses of administration to the extent that they are borne by the Fund and include an allowance for benefits payable on death in service and ill-health retirement.

Adjustments for Individual Employers

Adjustments to individual employer contribution rates are applied both through the calculation of employer-specific future service contribution rates and the calculation of the employer's funding position. The combined effect of these adjustments for individual employers applied by the Fund actuary relate to:

- ☐ past contributions relative to the cost of accruals of benefits
- ☐ different liability profiles of employers (e.g. mix of members by age, gender, manual/non manual)
- ☐ the effect of any differences in the valuation basis on the value placed on the employer's liabilities
- ☐ any different deficit/surplus spreading periods or phasing of contribution changes
- ☐ the difference between actual and assume rises in pensionable pay
- ☐ the difference between actual and assumed increases to pensions in payment and deferred pensions
- ☐ the difference between actual and assumed retirements on grounds of ill-health from active status
- ☐ the difference between actual and assumed amounts of pension ceasing on death
- ☐ the additional costs of any non ill-health retirements relative to any extra payments made

over the period between each valuation. Actual investment returns achieved on the Fund between each valuation are applied proportionately across all employers. Transfers of liabilities between employers within the Fund occur automatically within this process, with a sum broadly equivalent to the reserve required on the on-going basis being exchanged between the two employers.

The Fund actuary does not allow for certain relatively minor events occurring in the period since the last formal valuation when calculating the share of the Fund's assets attributable to each employer – see section 3.6 below, including, but not limited to:

- ☐ the actual timing of employer contributions within any financial year;
- ☐ the effect of the premature payment of any deferred pension son grounds of incapacity.

These effects are swept up within a miscellaneous item in the analysis of surplus, which is split between employers in proportion to their liabilities.

Agreements

Admission Agreements for Transferee Admission Bodies are assumed to expire at the end of the contract.

Admission Agreements for other employers are generally assumed to be open-ended and continue until the last pensioner dies. Contributions, expressed as capital payments, can continue to be levied after all the employees have retired. These admission agreements can be terminated at any point.

If an Admission Body (with no active members) admission agreement is terminated, the Authority will instruct the Fund actuary to carry out a special valuation. This would crystallise any deficit and possibly give rise to significant payments being required.

Asset share calculations for individual employers

The Authority does not account for each employer's assets separately. The Fund's actuary is required to apportion the assets of the Fund between the employers at each triennial valuation using the income and expenditure figures provided for certain cash flows for each employer. This process adjusts for transfers of liabilities between employers participating in the Fund, but does make a number of simplifying assumptions.

The split is calculated using an actuarial technique known as "analysis of surplus". The methodology adopted means that there will inevitably be some difference between the asset shares calculated for individual employers and those that would have resulted had they participated in their own ring-fenced section of the Fund. The asset apportionment is capable of verification but not to audit standard.

The limitations in the process are recognised, but, given the small number of employers within the Fund and having regard to the extra administration cost of building in new protections, it considers that the Fund actuary's approach addresses the risks of employer cross-subsidisation to an acceptable degree.

Stability of Employer Contributions

General Comments

A key challenge for the Administering Authority is to balance the need for stable, affordable employer contributions with the requirement to take a prudent, longer-term view of funding and ensure the solvency of the Fund. With this in mind, there are a number of methods which the Administering Authority may permit, in order to improve the stability of employer contributions. These include, where circumstances permit:-

- capping of employer contribution rate changes within a pre- determined range ("stabilisation")
- the use of extended deficit recovery periods
- the phasing in of contribution rises or reductions
- the pooling of contributions amongst employers with similar characteristics
- the use of some form of security or guarantee to justify a lower contribution rate than would otherwise be the case.

These and associated issues are covered in the remainder of this section.

The Administering Authority recognises that there may occasionally be particular circumstances affecting individual employers that are not easily managed within the rules and policies set out in the Funding Strategy Statement. The Administering Authority may, at its sole discretion, direct the actuary to adopt alternative funding approaches on a case by case basis but will at all times be cognisant of its statutory obligations in regard to the securing the solvency of the Fund.

Stabilisation

Stabilisation is a mechanism where employer contribution rate variations from year to year are kept within a pre-determined range, thus allowing those employers' rates to be relatively stable. In the interests of stability and affordability of employer contributions, the Administering Authority, on the advice of the Fund Actuary, believes that the results of the modelling demonstrate that stabilising contributions can still be viewed as a prudent longer-term approach. However, employers whose contribution rates have been "stabilised" and are therefore paying less than their theoretical contribution rate should be aware of the risks of this approach and should consider making additional payments to the Fund if possible.

This stabilisation mechanism allows short term investment market volatility to be managed so as not to cause volatility in employer contribution rates, on the basis that a long term view can be taken on all three of the following:

- net cash inflow
- investment strategy
- strength of employer covenant.

The current stabilisation mechanism applies if:

☐ the employer satisfies the eligibility criteria set by the Administering Authority (see below) and;

☐ there are no material events which cause the employer to become ineligible, e.g. significant reductions in active membership (due to outsourcing or redundancies), or changes in the nature of the employer (perhaps due to Government restructuring).

On the basis of extensive modelling,

☐ employer contributions are fixed to 31 March 2014, when increases will be limited to 1% of salaries; and

☐ employer contribution reductions each year are limited to 1% of salaries following 31 March 2014.

The stabilisation criteria and limits are reviewed at the 31 March 2013 valuation, to take effect from 1 April 2014. This will take into account the maturing of the Fund's membership profile, the issues surrounding employer security, and other relevant factors.

Eligible employers	**Ineligible employers**
London Borough of Redbridge and Schools	All other employers

Contribution phasing

The rise in contribution rates may be phased in over three years (i.e. to the next valuation) to achieve a steady rise and less volatility in the short term.

Transferee Admission Bodies are not eligible for phasing in of contribution rises

Deficit (surplus) recovery periods

Varying periods for different types of employer have been established to meet past service deficits and these are set out in Annex 2. The Authority is required to take a prudent view when setting funding arrangements for liabilities, and in line with guidance published by the Chartered Institute of Public Finance and Accountancy (CIPFA), takes into account the differences between those employers with tax raising powers and those without. It is recognised that this approach may cause some conflict between the need for the prudent funding of liabilities and the ability to maintain a stable employer contribution rate.

Any employer deemed to be in surplus may be permitted to reduce their contributions below the cost of accruing benefits, by spreading the surplus element over the same periods as set for deficit recovery. However, to help meet the stability requirement, employers may prefer not to take such reductions.

For employers where stabilisation is not being applied, the deficit recovery payments for each employer covering the three year period until the next valuation will often be set as a percentage of salaries. However, the Administering Authority reserves the right to amend these rates between valuations and/or to require these payments in monetary terms instead, for instance where:

- the employer is an admitted body with a relatively large deficit recovery contribution rate (e.g. 15% or more), in other words its payroll is a smaller proportion of its deficit than is the case for most other employers, or
- there has been a significant reduction in payroll due to outsourcing or redundancy exercises, or
- the employer has closed the Fund to new entrants.

The effect of contribution phasing and deficit spreading

Employers who phase in contribution changes and/or elect to use longer deficit spreading periods will be assumed to incur a greater loss of investment returns on the deficit by opting to defer repayment. Thus deferring paying contributions will lead to higher employer contributions in the long-term.

Regular Reviews

The Administering Authority reserves the right to review contribution rates and amounts, and the level of security provided, at regular intervals. These intervals may be annual, in the case of Admission Bodies and/or in the last few years of the employer's contract. Such reviews may be triggered by significant reductions in payroll, altered employer circumstances, Government restructuring affecting the employer's business, or failure to pay contributions or arrange appropriate security as required by the Administering Authority.

The result of a review may be to require increased contributions payable (by strengthening the actuarial assumptions adopted and/or moving to monetary levels of deficit recovery contributions), an increased level of security or guarantee, or some combination of these.

Admission Bodies Ceasing

Admission Agreements for Transferee Admission Bodies are assumed to expire at the end of the contract.

Admission Agreements for other employers are generally assumed to be open-ended but can be terminated at any point subject to the terms of the agreement.

Notwithstanding the provisions of the Admission Agreement, the Administering Authority considers any of the following as triggers for the termination of an admission agreement with any type of body:

- Last active member ceasing participation in the Fund;
- The insolvency, winding up or liquidation of the Admission Body;
- Any breach by the Admission Body of any of its obligations under the Agreement that they have failed to remedy to the satisfaction of the Fund;
- A failure by the Admission Body to pay any sums due to the Fund within the period required by the Fund; or
- The failure by the Admission Body to renew or adjust the level of the bond or indemnity, or to confirm an appropriate alternative guarantor, as required by the Fund.

If an Admission Body's admission agreement is terminated, the Administering Authority will instruct the Fund actuary to carry out a termination valuation to determine whether there is any deficit or surplus. Where there is a deficit, payment of this amount in full would normally be sought from the Admission Body; where there is a surplus it should be noted that current legislation does not permit a refund payment to the Admission Body.

The approach adopted to value the departing employer's liabilities for this valuation will depend upon the circumstances. For example:

(a) For Transferee Admission Bodies, the assumptions applying at the contract end would normally be those used for an on-going valuation to be consistent with those used to calculate the initial transfer of assets to accompany the active member liabilities transferred.

(b) For non Transferee Admission Bodies whose participation is voluntarily ended either by themselves or the Fund, or where a cessation event has been triggered, the Administering Authority must look to protect the interests of other on-going employers. The actuary will therefore adopt valuation assumptions which, to the extent reasonably practicable, protect the other employers from the likelihood of any material loss emerging in future. Where there is a guarantor for future deficits and contributions, the cessation valuation will normally be calculated using

the on-going basis as described in section 32. Where such a guarantor does not exist then, in order to protect other employers in the Fund, the cessation liabilities and final deficit will normally be calculated using a "gilts cessation basis" with no allowance for potential future investment outperformance and with an allowance for further future improvements in life expectancy. This could give rise to significant payments being required.

(c) For Admission Bodies with guarantors, it may be possible to simply transfer the former Admission Body's liabilities and assets to the guarantor, without needing to crystallise any deficit. This approach may be adopted where the employer cannot pay the contributions due, and this is within the terms of the guarantee.

Under (a) and (b), any shortfall would usually be levied on the departing Admission Body as a lump sum payment unless there are alternative sources of funds such as guarantees or bonds in place.

In the event that the Fund is not able to recover the required payment in full directly from the Admission Body or from any bond, indemnity or guarantor, then:

(i) in the case of Transferee Admission Bodies the Awarding Authority will be liable for future deficits and contributions arising. At its absolute discretion, the Administering Authority may agree to recover any outstanding amounts via an increase in the Awarding Authority's contribution rate over an agreed period, outside any stabilisation mechanism in place.

(ii) in the case of other Admission Bodies where there is no guarantor, the unpaid amounts fall to be shared amongst all of the employers in the Fund. This may require an immediate revision to the Rates and Adjustments Certificate affecting other employers in the Fund, or instead be reflected in the contribution rates set at the next formal valuation following the cessation date

As an alternative to (ii) above, where the ceasing Admission Body is continuing in business, the Fund at its absolute discretion reserves the right to enter into an agreement with the ceasing Admission Body. Under this agreement the Fund would accept an appropriate alternative security to be held against any deficit, and would carry out the cessation valuation on an on-going valuation basis: deficit recovery payments would be derived from this cessation amount. This approach would be monitored as part of each triennial valuation and the Fund reserves the right to revert to a "gilts cessation basis" and seek immediate payment of any funding shortfall identified. The Administering Authority may need to seek legal advice in such cases, as the Body would have no contributing members.

Early Retirement Costs

Non Ill Health retirements

The actuary's funding basis makes no allowance for premature retirement except on grounds of ill-health. Employers are required to pay additional contributions ('strain') wherever an employee retires before attaining the age at which the valuation assumes that benefits are payable. With the agreement of the Administering Authority the payment may be spread.

Transferee Admission Bodies are not permitted to spread early retirement contributions.

Links to investment policy

Funding and investment strategy are inextricably linked. Investment strategy is set after taking investment advice, to reflect the liabilities of the Fund.

Investment Strategy

The investment strategy is described in the Fund's Statement of Investment Principles. The investment strategy is set for the long-term, but is reviewed from time to time to ensure that it remains appropriate to the Fund's liability profile. The Authority has adopted a benchmark, which sets the proportion of the Fund to be invested in key asset classes such as equities and bonds.

The investment strategy of lowest risk – but not necessarily the most cost effective in the long term – would be one that provided cash-flows which replicate the expected benefit cash-flows (i.e. the liabilities). Equity investment would not be consistent with this.

The Fund's benchmark includes a significant holding in equities in the pursuit of long-term higher returns than from a liability matching strategy

The same investment strategy is currently followed for all employers.

Consistency with funding basis

The funding basis adopts an asset out-performance assumption of 1.8% per annum over and above the redemption yield on index-linked gilts. The Fund's investment strategy is currently to aim to achieve a real return of at least 3.5% p.a. sub-divided between bond and equity related assets.

Both the Fund's actuary and its investment adviser consider that the funding basis does conform to the requirement to take a "prudent longer-term" approach to funding.

In this way, the employers' contributions anticipate returns from Fund assets which in the Fund's actuary's opinion there is a better than 50:50 chance of delivering over the long-term (measured over periods in excess of 20 years).

However, in the short term – such as the three yearly assessments at formal valuations – there is scope for considerable volatility and there is a material chance that in the short term and even medium term, asset returns could fall short of this target. The stability measures described in Annex 3 will dampen down but not remove the effect on employers' contributions. The Fund does not hold a contingency reserve to protect it against the volatility of equity investments.

Balance between risk and reward

Prior to implementing its current investment strategy, the Authority considered the balance between risk and reward when setting the level of investment in potentially higher yielding, but more volatile asset classes like equities. This process was informed by the use of Asset-Liability techniques to model the range of potential future solvency levels and contribution rates for the Fund as a whole.

The Fund operates a single investment strategy. Enabling other employer specific investment strategies will require investment in new systems and higher on-going costs, which would have to be borne by the employer. The potential benefits of multiple investment strategies need to be assessed against the costs.

Monitoring and review

The investment performance of the Fund will be monitored relative to the growth in the liabilities by means of inter-valuation reports prepared by the Fund's actuary.

The key funding principles will be monitored on an annual basis and reported as appropriate.

As a policy statement, the FSS is reviewed in detail at least every three years ahead of triennial valuations being carried out, with the next full review due to be started by 31 March 2013 in order to inform the valuation process due as at that date. A revised statement will be issued in the event of any significant or material change arising

Key risks and controls

The London Borough of Redbridge has an active risk management programme in place to control key financial, demographic, regulatory, and governance risks. This is summarised in the risk register in Annex 3.

Consultation and publication

The London Borough of Redbridge has prepared the FSS in collaboration with the Fund's actuary, and has consulted the employers in the Fund through written correspondence at various stages in the process.

A copy has been sent to each employer, the Fund's actuary, investment managers and advisers and will be published on the Authority's web site.

Scheme members will be informed of the publication and the key elements of the strategy in the annual report to members. A summary of the funding principles, which underpin the strategy, will also be published in the Annual Report and Accounts.

EXTRACT FROM THE LGPS REGULATIONS

35 Funding Strategy Statement

1. This regulation applies to the funding strategy statement prepared and published by an administrating authority under regulation 76A of the 1997 Regulations.
2. The authority must
   - (a) Keep the statement under review
   - (b) Make such revisions as are appropriate following a material changes – (i) in its policy on the matters set out in the statement or

     (ii) to the current version of its statement under regulation 9A of the Local Government Pension Scheme (Management and Investment of Funds) Regulations 1998 (statement of investment principles)
   - (c) If revisions are made, publish the statement as revised

3. In reviewing and making revisions to the statement, the Authority must

   (a) Have regard to the guidance set out in the document published in March 2004 by CIPFA and called "CIPFA Pensions Panel Guidance on Preparing and Maintaining a Funding Strategy Statement (Guidance not issue No. 6)" and

   (b) Consult such persons as it considers appropriate

36 Actuarial valuations and certificates

(1) Each Administering Authority must obtain;

(a) an actuarial valuation of the assets and liabilities of each of their Pension Funds as at 31 March 2010 and in every third year afterwards;

(b) a report by an actuary; and

(c) a rates and adjustments certificate.

(2) Each of those documents must be obtained before the first anniversary of the date ("the valuation date") as at which the valuation is made or such later date as the Secretary of State may agree.

(3) A report under paragraph (1)(b) must contain a statement of the demographic assumptions used in making the valuation, and the statement must show how the assumptions relate to the events which have actually occurred in relation to members of the Scheme since the last valuation.

(4) A rates and adjustments certificate is a certificate specifying;

(a) the common rate of employer's contribution; and

(b) any individual adjustments, for each year of the period of three years beginning with 1 April in the year following that in which the evaluation date falls.

(5) The common rate of employer's contribution is the amount which in the actuary's opinion should be paid to the Fund by all bodies whose employees contribute to it so as to secure its solvency, expressed as a percentage of the pay of their employees who are active members.

(6) The actuary must have regard to;

(a) the existing and prospective liabilities of the Fund arising from circumstances common to all those bodies; and

(b) the desirability of maintaining as nearly constant a rate as possible.

(c) The actuary must have regard to the Administering Authority's Funding Strategy Statement published under regulation 35.

(7) An individual adjustment is any percentage or amount by which, in the actuary's opinion, contributions at the common rate should in the case of a particular body be increased or reduced by reason of any circumstances peculiar to that body.

(8) A rates and adjustments certificate must contain a statement as to the assumptions on which the certificate is given as respects

(a) the number of members who will become entitled to payment of pensions under provisions of the Scheme, and

(b) the amount of the liabilities arising in respect of such members, during the period covered by the certificate.

(9) The authority must provide the actuary preparing a valuation or a rates and adjustment certificate with the consolidated revenue account of the Fund and such other information as he requests.

36A Future Costs

(1) Administering and employing authorities shall have regard to guidance issued by the Secretary of State about how the future costs of the Scheme will be met.

(2) To enable the Secretary of State to calculate those costs for the purpose of that guidance, each administering authority shall provide to the Secretary of State by 31 August 2010 and in every third year afterwards all the data used for the purposes of providing an actuarial valuation under regulation 36.

(3) For the purposes of that guidance, the Government Actuary shall provide to the Secretary of State by 31 October 2010 and in every third year afterwards:

(a) an actuarial valuation of the assets and liabilities of the Scheme as at 31 March 2010 and in every third year afterwards, based on the information provided to the Secretary of State under paragraph (2)

(b) a report in respect of the valuation ("the valuation report") and

(c) an overall cost certificate

(4) The valuation report must contain a statement of the financial and demographic assumptions used in making the valuation and the statement must show how the assumptions relate to the events to which have actually occurred in relation to the members of the Scheme since the last valuation

(4A) The assumptions used in making the valuation under paragraph (4) shall be determined by the Secretary of State after consultation with the Government Actuary and such other persons with whom consultation appears to the Secretary of State to be desirable.

(5) An overall cost certificate is a certificate:

(a) specifying the cost of the future accrual of pension liabilities and

(b) adjusted where appropriate to reflect surpluses or deficits arising from variations between events which have actually occurred in relation to the members of the Scheme and the assumptions used in making valuations for each year beginning with 31 March 2007.

37 Supply of copies of valuations, certificates etc

(1) An administrating authority must send copies of any valuation, report, certificate or revised certificate obtained under regulation 36 to 38 to:

(a) the Secretary of State

(b) each body with employees who contribute to the fund in question and

(c) any other body which is or may become liable to make payments to that fund

(2) An administrating authority must also send to the Secretary of State

(a) a copy of the consolidated revenue account with which the actuary was provided under regulation 36(9) and

(b) a summary of the assets of the fund at the valuation date (unless such a summary is contained in the report under *regulation 36(1)(b)*.

ANNEX 2

EMPLOYER FUNDING CATEGORIES

Types of Employer		Maximum Length of Deficit Recovery Period
A	Statutory bodies with tax raising powers.	20 years
B	Community Admission Bodies with funding guarantees	A period equivalent to the expected remaining working lifetime (RWL) of the scheme members allowing for expected leavers, subject to a maximum 15 years
C	Admission Bodies that are closed to new entrants.	A period equivalent to the expected remaining working lifetime (RWL) of the scheme members allowing for expected leavers, subject to a maximum of 8 years in line with the whole Fund RWL.
D	Transferee Admission Bodies	A period from the start of the revised contributions to the end of the employer's contract
E	All other types of Employer	A period equivalent to the expected remaining working lifetime of the scheme members allowing for expected leavers.

Notes

1. In any case an appropriately shorter funding period will be substituted by the London Borough of Redbridge where the body is known to be of short or fixed-term life (e.g. the duration of the relevant service contract held by the "Admitted Body").
2. The London Borough of Redbridge may choose to apply a longer funding term or different funding basis for a given employer as a result of specific advice received from the Fund's actuary.
3. Employers have the option to request a shorter funding period over which the prevailing deficiency is recovered.
4. Category A and B employers can request that the London Borough of Redbridge accept a shorter funding period over which any prevailing surpluses can be defrayed.
5. It is the known / evidenced position for a given employer at the time in question that will inform funding decisions taken under the above and the position will be kept under review.

ANNEX 3

RISK REGISTER

Financial Risks	**Probability (H/M/L)**	**Impact (H/M/L)**	**Summary of Control Mechanisms**	**Residual Risk Level**
Inappropriate long-term investment strategy	L	H	Set Fund-specific benchmark, informed by Asset-Liability modelling of liabilities. Consider measuring performance and setting managers' targets relative to absolute returns or a Liability Benchmark Portfolio and not relative to indices.	M
Fund assets fail to deliver returns in line with the anticipated returns underpinning valuation of liabilities over the long-term	M	H	Only anticipate long-term returns on a relatively prudent basis to reduce risk of under-performing. Analyse progress at three yearly valuations for all employers. Inter-valuation roll-forward of liabilities between formal valuations at whole fund/employer level, monitored on an annual basis against returns.	M
Fall in risk-free returns on Government bonds leading to rise in value placed on liabilities	L	M	Inter-valuation monitoring, as above. Some investment in bonds helps to mitigate this risk.	M
Active investment manager under-performance relative to benchmark over medium term	M	M	Short term (quarterly) investment monitoring analyse market performance and active managers relative to their index benchmark. Supplement with an analysis of absolute returns against those under-pinning the valuation.	L

Financial Risks (continued)	Probability (H/M/L)	Impact (H/M/L)	Summary of Control Mechanisms	Residual Risk Level
Pay and price inflation significantly more than anticipated	M	H	Focus actuarial valuation process on real returns on assets, net of price and pay increases. Inter-valuation monitoring, as above, gives early warning. Some investment in bonds also helps to mitigate this risk. Employers pay for their own salary awards and will be advised of the geared effect on pension liabilities of any bias in pensionable pay rises towards longer-serving employees.	M
Effect of possible increase in employer's contribution rate on service delivery and admission / scheduled bodies	H	M	Seek feedback from employers on scope to absorb short-term contribution rises. Mitigate impact through deficit spreading and phasing in of contribution rises.	M

Demographic risks	Probability (H/M/L)	Impact (H/M/L)	Summary of Control Mechanisms	Residual Risk Level
Pension payment period lengthening	M	M	Set realistic mortality assumptions and consider some allowance for future increases in life expectancy. Fund actuary monitors combined experience of around 50 funds to look for early warnings of lower pension amounts ceasing than assumed in funding.	M

Demographic risks	Probability (H/M/L)	Impact (H/M/L)	Summary of Control Mechanisms	Residual Risk Level
Deteriorating patterns of early retirements	M	M	Employers are charged the extra capital cost of non ill health retirements on each decision. Employer ill health retirement experience will be monitored between valuations.	M
Ill health retirements significantly more than anticipated	M	M	Monitoring of each employer's ill health experience on an ongoing basis. The employer may be charged additional contributions if this exceeds the ill health assumption built in. Monitoring the effect of the change in the regulations resulting in assessing ill health retirements in tiers	M

Regulatory risks	Probability (H/M/L)	Impact (H/M/L)	Summary of Control Mechanisms	Residual Risk Level
Changes to Local Government Pension Scheme regulations	H	M	Monitor the potential creation of additional liabilities and administrative difficulties for employers and London Borough of Redbridge. Consider all consultation papers issued by the CLG and comment where appropriate. Consult employers where appropriate.	M
Changes to national pension requirements and / or Inland Revenue Rules	H	M		M

Governance Risks	Probability (H/M/L)	Impact (H/M/L)	Summary of Control Mechanisms	Residual Risk Level
London Borough of Redbridge unaware of structural changes in an employer's membership	L	L	Monitor membership movements on a quarterly basis. Review the rates and adjustments certificate to increase an employer's contributions (under regulation 36) between triennial valuations. Deficit contributions expressed as monetary amounts rather than percentage of pensionable pay.	L
London Borough of Redbridge not advised of an employer closing to new entrants	L	L		L
London Borough of Redbridge failing to commission the Fund Actuary to carry out a termination valuation for a departing Admission Body and losing the opportunity to call in a deficit	L	M	Monitor contribution payments to trigger notification. Operate a diary system to monitor short life or term bodies.	L
An employer ceasing to exist with insufficient funding or adequacy of a bond	L	M	The risk is mitigated by a prudent admissions policy which; • Sets out the employer obligations clearly • Seeks a funding guarantee from another scheme employer, external body, or government. • Encourages the employer to take independent actuarial advice. • Requires vetting of financial standing. • Where permitted under the regulations, requires a bond to protect the scheme.	L

London Borough of
Redbridge

London Borough of Redbridge Pension Fund

Governance Compliance Statement

Introduction

The purpose of the Governance Compliance Statement is to make the administration and stewardship of the scheme more transparent and accountable to its stakeholders. It sets out the way that the Council, as an Administering Authority maintains and manages its pension fund function in accordance with regulatory requirements.

This statement is effective from 1st December 2008 and will be reviewed and revised in light of material changes or regulatory requirements.

Regulatory Framework

The Local Government Pension Scheme Regulations 1997 required Local Government Pension Scheme (LGPS) Administering Authorities to publish details of their governance and stewardship arrangements by 1 April 2006. On 30 June 2007, the 1997 regulations were further amended to require Administering Authorities to prepare, maintain and publish a statement detailing the extent of compliance against a set principles set as detailed in the draft guidance from Communities and Local Government (CLG). Where an authority does not comply with these principles, they are required to state the reason for not doing so. The Authority's statement is attached at Annex 1.

The Governance Compliance Statement is required by the provisions of Regulation 31 of the Local Government Pension Scheme (Administration) Regulations 2008 (the regulations).

(1) The Authority must

- **(a) Keep the statement under review;**
- **(b) Make such revisions as are appropriate following a material change in respect of any of the matters mentioned in paragraph 2 and**
- **(c) if revisions are made**
  - **(i) publish the statement as revised, and;**
  - **(ii) send a copy to the Secretary of State.**

(2) The matters are

- **a) Whether the authority delegates its function, or part of its function, in relation to maintaining a pension fund to a committee, a sub-committee, or an officer of the authority;**
- **b) If it does so:**
  - **(i) The terms, structure and operational procedures of the delegation;**
  - **(ii) The frequency of any committee or sub-committee meetings;**
  - **(iii) Whether such a committee or sub-committee includes representatives of employing authorities, including authorities which are not scheme employers, or members, and, if so, whether those representatives have voting rights.**
- **(c) The extent to which a delegation, or the absence of a delegation, complies with the guidance given by the Secretary of State, and, to the extent it does not so comply, the reasons for not complying.**

(3) In reviewing and making revisions to the statement, the authority must consult with such persons, as it considers appropriate.

Governance Compliance Statement

Constitution

The Constitution of the London Borough of Redbridge, published in June 2002, sets out how the Council operates, how decisions are made, and the procedures that are followed to ensure that these are efficient, transparent and accountable to local people. The law stipulates some of these processes, while others are a matter for the Council to choose.

The Constitution sets out the framework under which the Pension Fund is to be administered. Part 2, Section 12 of the Constitution allows for the appointment of a Pension Fund Investment Panel to deal with the management of the Superannuation Fund Investment in accordance with Regulations issued by the Secretary of State under Section 7 of the Superannuation Act 1972.

In the Schedule to Part 2 – Scheme of Delegation to Officers, the Constitution sets out the powers and responsibilities delegated to the Director of Finance and Resources. These include:

- The responsibility to comply with and to exercise and perform any powers and duties contained in the Local Government Pension Scheme (Management and Investment of Funds) Regulations 1998 as amended; and
- The responsibility to comply with and to exercise and perform any powers and duties contained in the Local Government Pension Scheme Regulations 2008.

The Constitution and the more detailed procedures and delegations relating to the responsibilities and operation of the Council's functions include the arrangements for the management and administration of the Council's Pension Fund. A copy of the Constitution can be obtained from the Council's website www.redbridge.gov.uk, local libraries or by writing to the Council at the address shown on page 41.

Management Arrangements

Scheme Administration – The Human Resources Service Area is responsible for the day-to-day administration of the Pension Fund. Responsibilities include membership arrangements, the calculation of benefits, and the maintenance of records for scheme members and employers. These functions are carried out in accordance with the pension regulations and Council policies. The Chief Human Resources Officer meets regularly with the Director of Finance and Resources to report on pension scheme administration matters.

Scheme Management and Investments – in accordance with the Council's Scheme of Delegations, and the Local Government Pension Scheme (Management and Investment of Funds) Regulations 1998, the responsibility for the management and investment of the Pension Fund is delegated to the Director of Finance and Resources. These powers are exercised in accordance with the recommendations of the Pension Fund Investment Panel.

The Investment Panel has delegated the management of the Fund's assets to specialist investment management firms on a discretionary basis. Investment managers are appointed in accordance with the pension regulations and the Council's Standing Orders. Each investment manager is required to carry out its investment activities within the appropriate regulatory requirements and as set out in the manager's Investment Management Agreement and the Fund's Statement of Investment Principles.

Although the management of the Fund's assets have been delegated to investment managers, the Investment Panel has the ultimate responsibility for the investment strategy.

Performance and management activities are monitored by the Director of Finance and Resources and reported to the Investment Panel on a quarterly basis. The Investment Panel on an annual basis considers the continued employment of each investment manager.

Scheme Discretions – The Council has an agreed policy on the exercise of discretions available to it under the regulations. Discretions are considered and awarded on a case-by-case basis within the policies agreed. The Discretionary Payments Panel has been established to consider the award of discretionary benefits and, must have regard to the advice of the Chief Human Resources Officer, the Director of Finance and Resources, the Borough Solicitor and Secretary. Except where the discretionary payment is in respect of a Chief or Deputy Chief Officer.

Where appropriate the award of discretionary benefits is referred to the Council's General Purposes Committee, Appointments Committee or full Council.

The Discretionary Payments Panel is made up of senior officers from the Finance, Legal and Human Resources Areas. Meetings are held on a monthly basis.

Each employer body participating in the Pension Fund is required to have a policy on the exercise of discretions and are responsible for the financial implications of awarding discretionary benefits.

Financial Standing Orders - Section 151 of the Local Government Act 1972 requires every local authority to make arrangements for the proper administration of its financial affairs and to ensure one of its officers has responsibility for this. In Redbridge the responsible officer is the Director of Finance and Resources. These standing orders set out the regulatory framework for financial administration within the Council setting out the duties of the Director of Finance and Resources and Chief Officers and identifying the financial decisions which require Executive or Council approval.

The Director of Finance and Resources is responsible for ensuring that the Council's financial affairs are administered in a proper manner, in accordance with all statutory obligations, and in compliance with all professional codes of practice.

There are a number of standing orders in relation to the Pension Fund including the need for a triennial actuarial valuation.

Standing orders are reviewed on an annual basis by Legal Services.

Annual Report and Accounts - The Director of Finance and Resources is responsible for ensuring record keeping and accounts are maintained in a proper manner for the Pension Fund. The Pension Fund accounts are produced in accordance with the accounting recommendations of the Financial Reports of Pension Schemes – Statement of Recommended Practice. The financial statements summarise the transactions of the Scheme and deal with the net assets of the Scheme. The statement of accounts is reviewed by both the Pension Investment Panel and the Regulatory Committee and is incorporated in the Statement of Accounts for the Council.

A separate annual review of the activities of the Pension Fund Investment Panel is prepared by the Director of Finance and Resource, and approved by the Pension Investment Panel for distribution to interested parties, and is available on the London Borough of Redbridge web site.

Pension Fund – The Council has set up the Pension Fund Investment Panel to oversee the management of the Fund's investments. The Panel consists of five local Councillors who are appointed by the Council on an annual basis. All Members have full voting rights. The Director of Finance and Resources provides advice to Members of the Pension Fund Investment Panel. In addition, advice is also provided by a number of pensions professional which includes the Fund's Actuary, an Independent Investment Advisor from HSBC Consultants & Actuaries Ltd and WM Company who provide performance measurement services.

Councillors, who are members of the pension scheme, may sit as a Member of the Panel. There are no representatives from scheme employer bodies or employee members on the Investment Panel.

The Pension Fund Investment Panel has the following terms of reference;

> *"to deal with the management of the Superannuation Fund Investments in accordance with Regulations issued by the Secretary of State under Section 7 of the Superannuation Act 1972".*

Meetings - The dates of meetings of the Pension Fund Investment Panel are fixed in accordance with the constitution. The Panel meet five times a year including four quarterly meetings and an annual meeting. Annual meetings are held at Ilford Town Hall and the quarterly meetings are held at the Offices of the Investment Managers as decided by the Panel. Extraordinary meetings are held when necessary. Whilst all meetings are open to the public, the discussion of some investment and fund management business is categorised as exempt from public disclosure under paragraph 7 of Part 1 of Schedule 12A to the Local Government Act 1972. On these occasions the public are excluded from the meeting whilst these matters are considered.

The Council will give at least five clear working days notice of any meeting by posting details of the meeting at the Ilford Town Hall and on the Council's website. The Council will make copies of the agenda and reports open to the public available for inspection at least five clear working days before the meeting. If an item is added to the agenda later, the revised agenda will be open to inspection from the time the item was added to the agenda. The reason for lateness will be specified in the report.

The Council will make available copies of the minutes of the meeting and records of decisions taken for six years after a meeting.

Training and Development –

One of the requirements of CIPFA's Principles for Investment Decision Making is that all Members of the Pension Fund Investment Panel have sufficient knowledge to make investment decisions and challenge the advice that they are given. This requires the Pension Fund Investment Panel to have gained a familiarity with pension issues through a programme of training and development.

The Pension Fund Investment Panel receives training and development as required and is commissioned from a variety of sources such as:

- External courses
- Training courses delivered by Investment Consultants
- Training courses sponsored by the Investment Managers
- Training included as part of the service received from the Performance Measurement provider and Actuary
- National conferences

Public Policy Statements

In addition to the Governance Compliance Statement, the regulations require the Authority publish a number of policy statements relating to pension fund and administrative issues, these are:

- A Statement of Investment Principles;
- A Funding Strategy Statement;
- A Communication Policy Statement; and
- The Exercise of Discretions under the Local Government Pension Scheme regulations.

Copies of these are available from the Council's web site www.redbridge.gov.uk or via the contact points detailed below.

Contact Points

Any enquiries in relation to this Governance Compliance Statement should be sent to the Director of Finance and Resources.

By email to **corporate.accounting@redbridge.gov.uk**

By telephone to **020 8708 3021**, or

In writing to: **Corporate Accounting, Lynton House, 255 – 259 High Road, Ilford, Essex, IG1 1NN**

ANNEXE 1

GOVERNANCE COMPLIANCE STATEMENT – STATEMENT OF PRINCIPALS

The Principal's set out in this statement are based on the 'draft governance compliance statutory guidance' published by the CLG. This guidance was issued to all administering authorities in England and Wales with statutory responsibilities under the LGPS Regulations. It deals with the compliance standards against which LGPS Committees are to measure themselves. Where compliance does not meet the published standard, there is a requirement under regulations to provide in the governance compliance statement the reasons for not complying.

Principal A: Structure

(a) The management of the administration of benefits and strategic management of fund assets clearly rest with the main committee established by the appointing council.

Compliant - In accordance with the Council's Scheme of Delegations, the Chief Human Resources Officer is responsible for the day-to-day administration of the pension scheme. Where appropriate the awarding of benefits or application of discretions permissible under the regulations is referred to the General Purposes Committee or Council.

The responsibility for the management and investment of the Pension Fund is delegated to the Director of Finance and Resources. These powers are exercised in accordance with the recommendations of the Pension Fund Investment Panel.

Part 2, Section 12 of the Council's Constitution allows for the appointment of a Pension Fund Investment Panel to deal with the management of Superannuation Fund Investments in accordance with Regulations issued by the Secretary of State under Section 7 of the Superannuation Act 1972.

(b) The representatives of participating LGPS employers, admitted bodies and scheme members (including pensioners and deferred members) are members of either the main or secondary committee established to underpin the work of the main committee.

Not compliant - There are currently no representative arrangements for employers or scheme members of the Fund under the current constitution.

(c) That where a secondary committee or panel has been established, the structure ensures effective communication across both levels.

Not Compliant - Not applicable as no secondary committee has been established.

(d) That where a secondary committee or panel has been established, at least one seat on the main committee is allocated for a member from the secondary committee or panel.

Not Compliant - Not applicable as no secondary committee has been established.

Principal B: Representation

(a) That all key stakeholders are afforded the opportunity to be represented with the main or secondary committee structure. These include: -

- **i) Employing authorities (including non-scheme employers, eg, admitted bodies);**
- **ii) Scheme members (including deferred and pensioner scheme members);**
- **iii) Where appropriate independent professional observers, and**
- **iv) Expert advisers (on an ad-hoc basis)**

Partial compliance - Under the current constitutional arrangements of the Authority, there are no representation arrangements for employers or scheme members of the Fund. The Director of Finance and Resources and other pension professionals that attend meetings provide advice as required.

(b) That where lay members sit on a main or secondary committee, they are treated equally in terms of access to papers and meetings, training and are given full opportunity to contribute to the decision making process, with or without voting rights.

Partial Compliance - Not applicable as there are no lay members on the Pension Fund Investment Panel. Minutes from the meetings are published in the intranet and are therefore accessible by interested parties. Scheme employers are consulted on occasions concerning some specific policy statements, such as the Funding Strategy Statement.

Principal C: Selection and role of lay members

(a) That committee or panel members are made fully aware of the status, role and function they are required to perform on either a main or secondary committee.

Compliant - Members on the Pension Fund Investment Panel are fully aware of their role on the panel.

(b) That at the start of any meeting, committee members are invited to declare any financial or pecuniary interest related to specific matters on the agenda

Compliant – In accordance with the Council's Constitution**,** Members of the Investment Panel are required to declare any interest relating to the pension fund at the start of each meeting that is then duly noted in the minutes of the meeting.

Principal D: Voting

The policy of individual administering authorities on voting rights is clear and transparent, including the justification for not extending voting rights to each body or group represented on main LGPS committees

Compliant - All Members of the Pension Fund Investment Panel have full voting rights.

Principal E: Training

(a) That in relation to the way in which statutory and related decisions are taken by the administering authority, there is a clear policy on training, facility time and reimbursement of expenses in respect of members involved in the decision-making process.

Compliant - The Pension Fund Investment Panel receive training and development in conjunction with each of the key tasks as set out in the annual Business Plan. Training is commissioned as and when required and is sourced from:

- External courses
- Training courses delivered by Investment Consultants
- Training courses sponsored by the Investment Managers
- Training included as part of the service received from the Performance Measurement provider and Actuary
- National conferences

Training and development is a legitimate expense that is chargeable to the Pension Fund.

(b) That where such a policy exists, it applies equally to all members of committees, advisory panels or any other form of secondary forum.

Compliant - All members of the Pension Fund Investment Panel have equal access to training.

(c) That the administering authority considers the adoption of annual training plans for committee members and maintains a log of all such training undertaken

Partial Compliance – A review of pension fund training is to be undertaken and once completed, all training will be logged.

Principal F: Meetings

(a) That an administering authority's main committee or committees meet at least quarterly.

Compliant - The Pension fund Investment Panel meet five times a year including four quarterly meetings and an annual meeting. Additional extraordinary meetings maybe held were necessary.

(b) That an administering authority's secondary committee or panel meet at least twice a year and is synchronised with the dates when the main committee sits.

Not Compliant - Not applicable as there is no secondary committee.

(c) That administering authorities who do not include lay members in their formal governance arrangements, provide a forum outside of those arrangements by which the interests of key stakeholders can be represented.

Partial Compliance - Although there is no forum is provided under the current governance arrangements, scheme employers have been consulted with regards to specific policy statements.

Principal G: Access

That subject to any rules in the councils constitution, all members of main and secondary committees or panels have equal access to committee papers, documents and advise that falls to be considered at meetings of the main committee.

Compliant - All Members of the Pension Fund Investment Panel have equal access to committee papers and documents. Committee papers are also published on the intranet and are therefore accessible to all interested parties.

Principal H: Scope

That administering authorities have taken steps to bring wider scheme issues within the scope of their governance arrangements.

Partial Compliance - The publication of the Pension Fund Annual Report that is presented to the Investment Panel, incorporates the wider scheme issues. Officers are developing a process to keep members of the Investment Panel informed of developments affecting the pension fund.

Principal I: Publicity

That administering authorities have published details of their governance arrangements in such a way that stakeholders with an interest in the way in which the scheme is governed, can express an interest in wanting to be part of those arrangements.

Partial Compliance - The Pension Fund Governance Policy Statement is published on the Council's website. Scheme members and employers are made aware of the governance compliance statement via the Pension Fund's Statement of Accounts and the Members annual pension fund report. The Council is seeking to develop a process to improve the consultation with other employers within the scheme.

London Borough of Redbridge Pension Fund

Statement of Investment Principles

Section 1 Background

Legislation

The Local Government Pension Scheme (Management and Investment of Funds) (Amendment) Regulations 2009 require administering authorities to prepare, maintain and publish a written statement of the principles governing their decisions about investments, including a statement of compliance with Myner's principles of investment management. The purpose of this document is to meet these requirements.

The Chartered Institute of Public Finance and Accountancy (CIPFA) publication "Principles for Investment Decision Making in the Local Government Pension Scheme in the UK" provides guidance.

The Pension Fund Investment Panel (Investment Panel) review the Scheme's compliance with the Statement of Investment Principles at least annually, or more frequently should any significant change occur.

Local Government Pension Scheme

The Local Government Pension Scheme (LGPS) was established in accordance with statute to provide death and retirement benefits for all eligible employees and their dependents. Eligible employees are mainly local government staff, except teachers who have separate pension arrangements, and a number of other bodies as permitted by Local Government Pension Scheme Regulations 2008 (and amendments thereto).

The LGPS is a funded final salary scheme, with banded employee contributions, between 5.5% and 7.5%, and employer contribution rates vary depending on the funding level assessed every three years by the Fund actuary.

Benefits are defined in law and uplifted in line with the annual increase in the Consumer Price Index (CPI) as at September. The scheme is operated by designated administering authorities - each maintains a pension fund and invests monies not immediately needed to pay benefits. The London Borough of Redbridge is a designated administering authority.

Pension Fund Investment Panel

The Investment Panel consists of five local Councillors who are appointed by Council annually. The Investment Panel decides on the investment policies most suitable to meet the liabilities of the Pension Fund and has the ultimate responsibility for investment strategy. The Investment Panel meets at least five times a year.

Advice

The Investment Panel obtains and considers advice from the Council's Director of Finance and Resources, and from the Fund's actuary, investment managers and independent investment consultants as required.

Management

The Investment Panel has delegated the management of the Fund's investments to professional investment managers, appointed in accordance with the LGPS regulations, whose activities are specified in detailed investment management agreements and regularly monitored.

Section 2 Investment Responsibilities

The Investment Panel is responsible for:

- Determining overall investment strategy with regard to the suitability and diversification of investments in order to meet the fund's long term funding requirements.
- Monitoring compliance with the Statement of Investment Principles and reviewing its contents.
- Appointing investment managers, an independent custodian, and external advisers as necessary.
- Reviewing investment manager performance against appropriate benchmarks and objectives on a regular basis and being satisfied as to manager expertise and the quality of their internal systems and controls.
- Reviewing policy on social, environmental and ethical considerations, and on the exercise of voting rights by Fund Managers.

The Investment Panel are advised by The Director of Finance and Resources who is also responsible for:

- Ensuring compliance with statutory requirements and the investment principles set out in this document, and reporting any breaches to the Investment Panel.
- Ensuring resources are available to meet the London Borough of Redbridge Pension Fund responsibilities.

The Investment Managers are responsible for:

- The investment of pension fund assets in compliance with legislation and the detailed Investment Management Agreements.
- Appropriate asset allocation around the individual mandate objectives set by the Investment Panel and stock selection with asset classes.
- Preparation of monthly and quarterly reporting including a review of investment performance.
- Attending meetings of the Investment Panel as required.
- Exercising voting rights in accordance with their voting policies

The Investment Advisers are responsible for:

- Providing advice to the Investment Panel and officers on a suitable investment policy and investment management arrangements.
- Providing reports and commentaries on external manager activities, performance data and investment transactions at regular intervals.
- Contribution to investment meetings and specific reviews.

The Independent Custodian is responsible for:

- Providing the monthly accounting data summarising details for all investment transactions during the period.
- Settlement of all investment transitions, collection of income, tax reclaims and the administration of corporate actions.

The Actuary is responsible for:

- Undertaking a triennial valuation of the Fund's assets and liabilities.
- Providing advice as required so that the Investment Panel can consider both the funding and investment objectives.

Section 3 Fund Liabilities

Scheme Benefits

The Pension Fund is a defined benefit scheme that provides benefits related to final salary for members. Each member's pension is specified in terms of a formula based on salary and service and is unaffected by the investment return achieved on the Fund's assets. Full details of the benefits are set out in the LGPS regulations.

Financing Benefits

All active members are required to make pension contributions that are banded based on pensionable pay as defined in the LGPS regulations.

The Pension Fund is responsible for meeting the balance of costs necessary to finance the benefits payable from the Fund by applying employer contribution rates, and additional lump sum contributions as determined by the Fund's actuary.

The London Borough of Redbridge has published a Funding Strategy Statement as required by the Scheme regulations.

Actuarial Valuation

The Fund is valued by the actuary every three years in accordance with the LGPS regulations and monitored each year.

Section 4 Investment Approach

Investment Objective

The investment objective is to minimise the long-term cost of funding commensurate with an appropriate level of risk and volatility.

The investment objective will be achieved through the formulation of an appropriate investment strategy that takes into account the assumptions made within the actuarial valuation, which are linked to the liabilities of the Fund.

The investment strategy will aim to achieve a real return of at least 3.5% p.a. sub-divided between bond and equity related assets so that:

- Equity type assets achieve a real return of 4.25% p.a.
- Bonds achieve a real return of 1.8% p.a.

Strategic Benchmark

The strategic asset allocation of the fund is currently broadly split 80% equity type investments (including property) and 20% bonds. During times of market volatility the asset allocation may vary.

Investment Fees

The fees for investment managers are flat fees based on an agreed percentage of the market value of portfolio at month end.

The fees for investment advisers are agreed relative to experience and time input required.

Investment Style

The Investment Panel has appointed expert investment managers to manage the Fund's investments. Each investment manager has clear performance objectives and is held accountable for performance against those objectives. The Fund is actively managed and invests in a wide range of assets in order to give diversification and spread risk.

Reporting

The investment managers' current investment decisions and actions are reported at each meeting of the Investment Panel.

Performance

Performance targets are set in relation to the benchmark and (where appropriate) weighted indices specified. The investment manager's performance data is provided at quarterly and annual intervals by WM Company and reviewed by the Investment Panel.

Section 5 Investments and Their Management

The power and duties of the Investment Panel to invest Fund monies are set out in the Local Government Pension Scheme (Management and Investment of Funds) Regulations -2009. The Fund is required to invest any monies which are not required immediately to pay pensions and any other benefits and, in so doing, take account of the need for a suitable diversified portfolio of investment and the advice of persons properly qualified on investment matters. During periods of market volatility, the Council may retain any surplus cash balances to invest in the money market in accordance with the Council's Treasury Management Strategy.

Types of Investments

In broad terms, investments may be made in accordance with the regulations in equities, fixed interest and other bonds, and property, in the UK and overseas markets and the investment manager's agreements.

The Regulations also specify certain limitations on investments. Principally, these place a limit of 10% of the total value of the fund in any single holding, or deposits with a single bank or institution, or investments in unlisted securities. At present, no use is made of the "headroom" provisions, which permit, in appropriate circumstances, and extension of the percentage limits indicated in the Regulations.

Investment Management

The Investment Panel has appointed investment managers under the terms of the Regulations to manage the Fund's investments as described below. The investment managers are required to select appropriate types of investments to determine a suitable balance between different kinds of investments (within agreed parameters) relative to their individual benchmarks, and where appropriate to maintain a diversified portfolio (as shown in Annexe 1).

State Street Global Advisors – Index Tracker Equity Mandate

StateStreet Global Advisers manage the global equity mandate with the objective to achieve a return in-line with the various market indices.

Newton Investment Management Limited – High Alpha Unconstrained Mandate

Newton Investment Management manage the high alpha unconstrained mandate. A performance objective of 4.0% per annum above the sterling 1 month London Inter-Bank Offer Rate (LIBOR) over a rolling five-year period has been set.

Standard Life Pension Funds Limited – Active Bond Mandate

Standard Life Pension Funds manage the active bond mandate. A performance objective of 0.75% per annum above the relevant benchmark over a three-year period has been set.

Schroders Investment Management – Emerging Markets Equity Mandate

Schroders Investment manage the emerging market equity mandate. A performance objective of 3% above the MSCI Emerging Markets Index over a three-year rolling period.

BlackRock Investment s– Asia Pacific ex Japan Equity Mandate

BlackRock manage the Asia Pacific equity mandate. A performance objective of 3% above the MSCI AC Pacific ex Japan Index over a three-year rolling period.

Schroders Investment Management – Property Unit Trust Mandate

Schroders Investment manage a property unit trust mandate. A performance objective of 1% per annum above the relevant benchmark has been set.

BlackRock Investments – Property Unit Trust Mandate

BlackRock manage a property unit trust mandate. A performance objective of 1% per annum above the relevant benchmark has been set.

Investment Risk

Allocation and asset risk – Individual manager mandates have been determined recognising the pension fund's overall risk tolerance in relation to funding objectives.

Performance risk – Benchmarks and (where appropriate) targets are used and performance monitored relative to these. This is to ensure the investment manager does not deviate significantly from the Panel's intended approach, while permitting flexibility to manage the portfolio and enhance returns over the longer term.

Controlling risk – Risk diversification supports the decision to appoint a number of managers with specifically tailored mandates. The degree of risk to which the individual portfolios are exposed is also monitored.

Choosing Investments

The Investment Panel pays close attention to the risks that may arise through a mismatch between the Fund's assets and its liabilities, and the risks that may arise from a lack of diversification of investments. For the time being, the Investment Panel has decided that the Fund's long-term asset allocation will follow the benchmark specified above, and that an equity-biased approach will be maintained. A higher weighting in equities is held in the expectation that superior returns will be achieved in the long term. This reflects the need to keep the Council's cost of the Fund at reasonable levels, even at the risk of possible adverse and volatile returns in the shorter term.

It is considered that the asset allocation policy in place, determined following an asset liability investigation undertaken by the Fund's independent adviser, provides an adequately diversified distribution of assets. Additional diversification is achieved by employing more than one investment manager. Further diversification is present in the portfolio by investing in certain smaller companies and property pooled funds (unit trusts) operated by the investment managers. With the size of the Fund in mind, investment in these pooled unit trusts leads to lower volatility of returns and a wider spread of investments than would be possible from direct investment in these sectors.

Investments are made subject to the statutory limits and restrictions, which are set out in the Regulations. The main provisions are set out in annex 2. The Investment Panel has not set any additional investment guidelines or restrictions.

Realisation of Investments

The realisation of investments are left to the investment managers discretion, however, the majority of investments held are quoted on major stock markets and could be realised quickly if required. The Fund's investments in certain unit trust and pooled vehicles do take longer than equities or fixed interest stocks to realise, e.g. property. These investments are well within the ranges specified in the regulations and are operated or overseen by the Fund's investment managers. Whilst there is a risk in holding assets that are not readily realisable, the results of the asset liability study indicate that the Fund is unlikely to be a forced seller of investments for some time to come, and therefore, it is considered that the benefits of diversification gained by investing part of the Fund in pooled vehicles outweigh the disadvantage of a slower realisation process.

Custody Arrangements

State Street has been appointed as custodian to the Fund.

State Street is regulated by the FSA. Stocks are held as designated holdings or in designated nominee accounts, via CREST or as appropriate. The Custodian also provides banking facilities for the settlement of trades and the collection of income.

The separation of investment management from custody is a crucial aspect of security of the pension fund assets.

Cash balances held by the Council on behalf of the pension fund are invested in accordance with the Council's Treasury Management Strategy.

Stock Lending

The Investment Panel has given consideration to the advantages and disadvantages from stock lending, however has decided that stock lending is not appropriate for the Pension Fund. The Investment Panel will review this decision periodically.

Section 6 Social, Environmental and Ethical Considerations

The Regulations require the Council to state its policy on the extent (if at all) to which social, environmental or ethical considerations (commonly and below, referred to as socially responsible investment) are taken into account in the selection, retention and realisation of investments.

The Investment Panel has considered socially responsible investment in the context of its legal and fiduciary duties, and the obligations that these place upon it. In view of the principle objectives described earlier in this Statement, the view has been taken that non-financial factors should not drive the investment process at the cost of financial return on the Council's Pension Fund. Therefore, the Investment Panel holds a policy of non-interference with the day-to-day decision making of the investment managers.

Over the longer term, the Investment Panel considers that encouraging companies to demonstrate an awareness of the wider issues could enhance shareholder value. Therefore, the Investment Panel has asked the investment managers to take into account the following issues as part of the investment process:

- When evaluating companies for investment, the investment manager must also consider those activities, which may be deemed to be socially responsible or socially irresponsible and could therefore have a financial impact on the company's performance.
- If the assessment of companies for investment indicates that socially responsible activities could have an impact on a company's financial performance (positively or negatively), the investment managers must assess and take account of the associated risk and, where appropriate, seek to encourage companies to pursue better business practices.

Investment managers should provide assurances that these issues are being taken into account on an agreed basis.

Section 7 Corporate Governance

The Pension Fund's direct holdings in UK and overseas equities have associated with them the right to vote on resolutions at company general meetings. The Investment Panel believes in encouraging good corporate governance which is a belief shared by our Investment Managers. Following a review of the Investment Manager's voting policies the Panel agreed that voting on both UK and overseas holdings should be undertaken by the Investment Managers in accordance with their voting policies.

Section 8 CIPFA – Principles for Investment Decision Making in the Local Government Pension Scheme in the United Kingdom

A review by the Communities and Local Government of the Myners' principles has been undertaken that resulted in a reduction of principles from ten to six. As the revised principles seek to improve the quality of the decision making process, CIPFA has published guidance on the new principles. The Fund's compliance with Myners principles of investment practise is set out at Annex 3. The Fund will continue to review its processes to work towards compliance with the principles.

INVESTMENT MANADATES ASSET ALLOCATION BANDS

State Street Global Advisers – 32.8%of Fund

Asset Class Equities	Lower Limit %	Benchmark %	Upper Limit %	Index
UK Equities	57.00	62.00	67.00	FTSE All Share
North American	11.5	16.5	21.5	FTSE All World North America
Europe ex-UK	11.5	16.5	21.5	FTSE All World Developed Europe ex-UK
Japan	0.00	5.00	10.00	FTSE All World Japan
Cash	-	0	5.0	GBP 7 day LIBID deposit

Newton Investment Management Limited - 30% of Fund

High Alpha/Unconstrained Mandate.
Benchmark: an absolute return of 4% above the sterling 1 month London Inter-Bank Offer Rate (LIBOR).

Standard Life Pension Funds Limited – 20%of Fund

Asset Class Bonds	Lower Limit %	Benchmark %	Upper Limit %	Index
Long Gilts	30.00	50.00	70.00	FTSE A Government Over 15 Years
Long UK Corporate Bonds	30.00	50.00	70.00	IBoxx £ Non- Gilts 10/15 + Years Index

Schroders Investment Management - 4.2% of Fund

Emerging Markets Equity Mandate.
Benchmark: a return of 3%, nett of fees, above the MSCI Emerging Markets Index.

BlackRock Investments - 3% of Fund

Asia Pacific Equity Mandate.
Benchmark: a return of 3%, nett of fees above the MSCI AC Pacific, ex Japan Index.

Property – 10%of the Fund

Schroder Investment Management: To outperform the IPD All Balanced Property Fund Index weighted average by 1%
BlackRock Investment Management - To outperform the IPD All Balanced Property Fund Index weighted average by 1%

Statutory Restrictions on Investments

ANNEXE 2

1% limit	2% limit	10% limit	15% limit	25% limit	Other Limits
Any single sub-underwriting contract.	All contributions to any single partnership.	All deposits with: a) any local authority, or b) any body with power to issue a precept or requisition to a local authority, or to the expenses of which a local authority can be required to contribute, which is an exempt person (within the meaning of the Financial Services and Markets Act 2000 (4) in respect of accepting deposits as a result of an order made under section 38(1) of that Act, and all loans (excluding Government loans). All investments in unlisted securities of companies. Any single holding but not if an external investment manager is appointed and the single holding is in units or other shares of the investments subject to the trusts of any one unit trust scheme (See schedule 1 part II for details). All deposits with any single bank, institution or person (other than the National Savings Bank).	All sub-underwriting contracts. All contributions to partnerships.	All investments in units or other shares of the investments subject to the trusts of unit trust schemes managed by any body (see schedule 1 part 11 p.14 for exceptions). Open-ended investment companies (OEICS) where any one body manages the collective investment scheme constituted by the companies. Any single insurance contract. All securities transferred (or agreed to be transferred).	The Occupational Pensions Schemes (Investment) regulations 1996 (SI 1996/3127), which impose restrictions on the amount of an occupational pension scheme, which may be invested in employer-related investments, may further restrict or limit investments of fund monies. Those regulations are made under powers conferred by amongst others, section 40 of the Pensions Act (restrictions on employer related investments).

MYNERS PRINCIPLES OF INVESTMENT PRACTICE ***ANNEXE 3***

Principle 1 - Effective decision making

Administering Authorities should ensure that decisions are taken by persons or organisations with the skills, knowledge, advice and resources necessary to take them effectively and monitor their implementation.

Trustees should have sufficient expertise to be able to evaluate and challenge the advice they receive and manage conflicts of interest

☑ **Compliant.** The Investment Panel comprises of five experienced Councillors who are advised by the Director of Finance & Resources. The Fund's Actuary and Investment Adviser also provide advice to the Investment Panel. Training is provided as required on a range of topics to ensure that the Panel members are able to make informed decisions and to be able to challenge the advice being provided.

Principle 2 - Clear objectives

An overall investment objective(s) should set out for the scheme that takes account of the scheme's liabilities, the potential impact on local tax-payers, the strength of the sponsor covenant and the attitude to risk of both the trustees and the sponsor, and clearly communicate these to advisers and investment managers.

☑ **Compliant**. The Investment Panel receive an annual presentation from the Fund's Actuary on the funding position and the changes affecting the Fund's liabilities. The Investment Panel also receives reports as well as presentations from the Investment Managers on the performance of the fund against their respective benchmarks. The Fund's Advisers provide reports to the Investment Panel reviewing the investment strategy to ensure that the strategy continues to achieve the Fund's objectives and provides advice on changes to the mix of asset classes.

Principle 3 - Risks and Liabilities

In setting and reviewing their investment strategy, administrating authorities should take account of the form and structure of liabilities.

These include the implications for local tax-payers, the strength of the covenant for participating employers, the risk of their default and longevity risk

☑ **Compliant.** The Investment Panel reviews the investment strategy in consultation with the Fund's Actuary, to ensure that the strategy reflects the profile of the Fund's liabilities whilst seeking to achieve stable contribution rates for the various participating employers.

Principle 4 - Performance Assessment

Arrangements should be in place for the formal measurement of performance of the investments, investment managers and advisers.

Administrating authorities should also periodically make a formal policy assessment of their own effectiveness as a decision-making body and report on this to scheme members.

☑ **Compliant**. In November 2002 a firm of independent investment advisers was appointed to provide the Investment Panel with pension fund management advice. In 2006 following advice from the Investment Advisers a new strategy was introduced, and after having been in place for three years a review was undertaken that demonstrated that the recommendations of the advisers had added value to the fund. The investment advisory contract is reviewed periodically. The contract for the Actuarial services is subject to a separate tender process. The performance of the Investment Managers and the assets held are monitored on a quarterly basis but the emphasis is on the long-term investment objective.

☑ **Compliant.** A review of the effectiveness of the investment strategy introduced in May 2006 has been undertaken as part of the Annual Business Plan. Whilst it was demonstrated that the change in strategy had added value to the fund, in order to ensure that the strategy continues to meet the Fund's objectives some changes in to the asset allocation and the managers were required. A revised strategy was agreed and implementation is in progress. Periodical reviews with continue to be undertaken to ensure that the investment strategy continues to meet the long-term investment objective and that the benchmarks continue to remain appropriate for the fund. An Annual Report together with other publications provide details to scheme members of the activities of the Pension Fund and Investment Panel and the decisions that have been taken throughout the year.

Principle 5 - Responsible Ownership

Administrating Authorities should:

- adopt or ensure their investment managers adopt the Institutional Shareholders' Committee Statement of Principles on the responsibilities of shareholders and agents,
- include a statement of their policy on responsible ownership should be included in the Statement of Investment Principles,
- report periodically to scheme members on the discharge of such responsibilities.

► **Partial compliance**.

The Investment Panel would encourage, rather than insist that the investment managers to adopt the Institutional Shareholders' Committee Statement of Principles. The Fund Managers have a clear policy with regards to corporate governance. The Investment Panel has an approved policy on voting and details of voting activity by the Fund Managers are presented to the Investment Panel.

Principle 6 - Transparency and Reporting

Administrating authorities should:

- act in a transparent manner, communicating with stakeholders on issues relating to their management of investment, it's governance and risks, including performance against stated objectives.
- provide regular communication to scheme members in the form they consider most appropriate.

☑ **Compliant** – All policy statements relating to the Pension Fund are published on the Council's website. The Pension Fund produces an Annual Review that is published on the web-site that provides full details of the activities of the Fund, including details of the various policy statements and the activities of the Investment Panel. The Pension Fund also produces an Annual Report that incorporates the Fund's Annual Accounts which is published on the web-site as well as being distributed to the various participating employers within the scheme.