

**DERBYSHIRE PENSION FUND**  
**Administered By**  
**DERBYSHIRE COUNTY COUNCIL**

**Pension Fund Annual Report**

**Year ended 31 March 2017**

## **Pension Fund Annual Report for the Year ended 31 March 2017**

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## Introduction

Derbyshire County Council is the administering authority for the Derbyshire Pension Fund (the Fund) under the terms of the Local Government Pension Scheme (“LGPS”) Regulations 2013 (the Regulations).

This report has been produced in accordance with Section 57 of the Regulations. It aims to set out the way in which the Pension Fund is managed both in relation to the administration of benefits and to the investment of the Fund’s assets.

The Fund has around 100,000 members and 170 participating employers. Investments assets were in excess of £4.4bn at 31 March 2017. The majority of the Fund’s investment assets are internally managed.

Every three years an actuarial valuation of the Fund is undertaken in accordance with the provisions of The LGPS Regulations 2013. The purpose of the valuation is to determine the solvency of the Fund and to set the level of contributions payable by each participating employer for the following three years. A valuation of the Fund was undertaken as at 31 March 2016 to set the level of employer contributions for the three years commencing 1 April 2017. Further details in respect of the 2016 valuation are set out in Section E and copy of the valuation report produced by the Fund’s actuary, Hymans Robertson, is set out at Appendix 3.

The Net Assets of the Fund at 31 March 2016 were £3.672bn and the Past Service Liabilities were £4.236bn. The Fund’s deficit of £0.564bn is being recovered in accordance with the Fund’s Funding Strategy Statement, a copy of which is set out at Appendix 4. The funding level (i.e. the Fund’s ratio of assets to liabilities at the valuation date) increased from 82.5% at the 2013 valuation to 86.7%.

In the 2015 Summer Budget, following a long review into the future structure of LGPS, the Government announced its intention of inviting 89 administering authorities within LGPS to formulate plans for pooling the investment of assets, with the aim of reducing costs significantly, whilst maintaining investment performance. Derbyshire Pension Fund subsequently announced its participation in LGPS Central, a Midlands based collaboration of nine local government pension schemes (the “Partner Funds”). As a multi-asset manager, utilising both internal and external investment expertise, it is intended that LGPS Central will manage approximately £40bn of assets on behalf of Partner Funds, with a strong focus on maintaining performance returns, whilst reducing costs, in a robust governance structure. Working together with our Partner Funds, Derbyshire Pension Fund has made, and continues to make, a significant contribution to the development of LGPS Central. LGPS Central is scheduled to be launched on 1 April 2018, after which, the investment management of the Fund’s investments will be transitioned to LGPS Central, with the Fund retaining responsibility for strategic asset allocation. The development and implementation of LGPS Central remains a major strategic focus for the Fund.

In the twelve months to March 2017, the Fund’s investments returned 21.1%, 0.8% higher than the strategic benchmark return. Equity returns to Sterling investors were

extremely strong, ranging from 22.0% in the UK to 36.8% in the Asia Pacific, with political events, including the outcome of the EU Referendum and the US Presidential Election, being the dominant driver. Further details in respect of the Fund's investment performance for 2016-17, and over the longer term, are set out in Section B.

A new Investment Strategy Statement was approved by the Pensions and Investments Committee on 20 March 2017, incorporating a revised strategic benchmark. The new benchmark included increased allocations to US Equities, Multi-Asset Credit and Infrastructure, and reduced allocations to UK Equities and Conventional Bonds. A copy of the Investment Strategy Statement is set out at Appendix 2.

In terms of administration, the Fund's membership records and subsequent calculations of benefits and other pension matters were transferred to a new software system during 2014. This system was selected after a public procurement exercise and this was felt to be an appropriate time because the introduction of the Career Average Revalued Earnings (CARE) scheme from April 2014 would, in any event, necessitate an overhaul of all systems, calculations and processes. System implementation has proved to be very difficult and despite continued efforts to devise workable solutions, backlogs of work have built up, impacting the delivery of the pensions administration service. A review of the position concluded that it was advisable to take advantage of the first end date in the contract and to go out to the market, to see if a better solution is available. In the meantime, the pensions administration team is continuing to work with the current provider to improve the delivery of the service.

The Pension Fund's Statement of Accounts for the year to 31 March 2017 are included in Section F, and a copy of the Auditors Opinion is set out in Section G.

Further information relating to the Fund is available on Derbyshire County Council's website at <http://www.derbyshire.gov.uk-working-for-us-pensions->.

# **A Governance, Management and Financial Performance**

## **1. Delegation of Functions**

Responsibility for discharging Derbyshire County Council's statutory functions as an employing authority and as the administering authority for Derbyshire Pension Fund under the Superannuation Act 1972, the Local Government Pension Scheme Regulations and associated pensions legislation, is delegated to Derbyshire County Council ("the County Council") Pensions and Investments Committee ("the Committee"). In discharging these statutory functions the Committee's responsibilities include:

- i. Considering applications for admission body status to the Derbyshire Pension Scheme;
- ii. Management of the resolution of pension disputes in accordance with the Internal Dispute Resolutions Procedure, including the appointment of adjudicators;
- iii. Formulating and reviewing policies under the discretionary payments legislation;
- iv. Appointing and reviewing the performance of the Pension Fund's actuary, additional voluntary contribution providers and independent investment advisers;
- v. Formulation of the Fund's investment strategy in line with the Investment Strategy Statement, Funding Strategy Statement and Risk Strategy. Approval of a Treasure Management Policy;
- vi. Ensuring effective communications with Pension Scheme members and pensioners;
- vii. Approving and monitoring performance targets for the Pension Fund; and
- viii. The Pensions and Investments Committee will consider recommendations from the Joint Committee of the administering authorities which are shareholders in LGPS Central Limited and make decisions in respect of those recommendations on behalf of the Council.

Members of the Committee receive appropriate training throughout the year designed to assist them in performing their duties. Further details are set out later.

The Pensions and Investments Committee is required to carry out certain statutory functions on at least a quarterly basis - e.g. review investments, review transactions, review fund performance. The Committee timetable is designed to fit in with those requirements. Urgent matters are dealt with by the County Council's Director of Finance in consultation with the Chair of the Pensions and Investments Committee as required.

The minutes of the Pensions and Investments Committee are presented to meetings of the Full County Council, copies of which are available on the Derbyshire County Council website.

## **2. Frequency of Meetings**

The Pensions and Investments Committee meets eight times a year. Meetings are open to the public except for exempt and confidential items as defined by the Local Government Act 1972.

### 3. Structure

The Committee comprises eight Councillors representing the County Council and two Councillors representing Derby City Council.

The County Council members of the Committee reflect the political balance of the Council.

Two trades union representatives attend as non-voting members.

The membership of the Pensions and Investments Committee at 31 March 2016 and 31 March 2017 is set out below:

#### **As at 31 March 2016**

#### **As at 31 March 2017**

##### **County Councillors**

S Brittain  
R Davison  
S Ellis  
S Freeborn  
J Innes  
S Marshall-Clarke  
R Parkinson  
D Wilcox (Chair)

S Brittain  
R Davison  
S Ellis  
S Freeborn  
J Innes  
S Marshall-Clarke  
R Parkinson  
D Wilcox (Chair)

##### **Derby City Council**

##### **Councillors**

P Hezelgrave  
M Tittley

M Carr (18 May 2016)  
P Hezelgrave

##### **Employee representatives attend the meetings as non-voting members**

P Beresford (Unison)  
M Wilson (Unison)

P Beresford (Unison)  
M Wilson (Unison)

A register of attendance for 2016-17 is set out on the following page.

## Register of Councillor Attendance at 2016-17 Pensions and Investment Committee Meetings

	11 Apr-16	27 Apr-16	1 Jun-16	3 Aug-16	7 Sept-16	26 Oct-16	14 Dec-16	7 Feb-17	16 Mar-17
<b>DCC Councillors</b>									
S Brittain	✓	X	✓	✓	X	✓	✓	X	X
R Davison	X	✓	✓	✓	✓	✓	X	✓	✓
S Ellis	✓	✓	✓	✓	✓	✓	X	✓	✓
S Freeborn	✓	X	✓	✓	✓	✓	✓	✓	✓
J Innes	✓	X	✓	✓	X	✓	✓	✓	X
S Marshall-Clarke	✓	✓	✓	✓	X	X	✓	✓	✓
R Parkinson	X	✓	✓	X	✓	✓	✓	X	X
D Wilcox (Chair)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Substitute Members	-	2	1	-	1	1	1	-	1
<b>Derby City Councillors</b>									
M Carr			X	✓	✓	✓	✓	✓	X
P Hezelgrave	✓	X	X	✓	✓	X	✓	X	✓
M Tittley	X	X							

It is anticipated that the composition of the Pensions and Investments Committee is likely to change significantly following the local election in May 2017.

The County Council's Director of Finance and one independent investment adviser, Mr. Anthony Fletcher of AllenbrideEpic Investment Advisers, report to the Committee.

#### 4. Member Training

Individuals involved in the governance of the Fund are required to undertake training under the obligations placed upon them by:

- Pension Regulations and the Pensions Regulator;
- CIPFA Code of Practice on Public Sector Pensions Finance Knowledge and Skills;
- Myners Principles; and
- The Fund's Governance Compliance Statement.

Members of the Pensions and Investments Committee have completed self-evaluation forms assessing their knowledge of the following six areas based on the 2010 CIPFA knowledge and skills framework:

1. Pensions legislation and governance
2. Pensions accounting and auditing standards
3. Financial services procurement and relationship management
4. Investment performance and risk management
5. Financial markets and product knowledge
6. Actuarial methods, standards and practices

The self-evaluation forms also assessed knowledge about individual asset classes providing the necessary information to formulate a training plan.

The following training has been provided internally to members of the Pensions and Investments Committee in the last year:

<b>Provider</b>	<b>Subject</b>
Colliers International	Property Investment
Hymans Robertson	2016 Valuation
Aberdeen Asset Management	Private Equity

Members of the Pensions and Investments Committee also accessed the following training provided externally:

<b>Provider</b>	<b>Subject</b>
LGPS Central Stakeholders' Away Day	Asset pooling progress

Details in respect of training carried out by members of the Local Pensions Board is set out later.

CIPFA responded to the implementation of local pension boards by issuing further guidance on requirements for training for board members. The guidance gives greater emphasis to pensions legislation and governance than the 2010 framework for elected members and introduces knowledge and skill of pensions administration as a separate area of expertise.



In total eight areas of knowledge and skills have now been identified as the core technical requirements for those working in public sector pensions finance. They are:

1. Pensions legislation
2. Public sector pensions governance
3. Pensions administration
4. Pensions accounting and auditing standards
5. Financial services procurement and relationship management
6. Investment performance and risk management
7. Financial markets and product knowledge
8. Actuarial methods, standards and practices

Derbyshire Pension Fund's knowledge and skills self-evaluation forms have been updated to incorporate the new guidance and will be completed by members of the Pensions and Investments Committee and the Local Pension Board in September 2017. It should be noted that following the recent local elections, the membership of the Pensions and Investments Committee is likely to be subject to substantial change.

The self-evaluation exercise will identify both individual and group training gaps and will inform the development of an appropriate training programme which will be delivered through a combination of internal and external training sessions, the use of e-training facilities, attendance at external seminars and shared training with other funds within the LGPS Central pool.

In order to meet the increasing knowledge and skills obligations for those individuals involved in the governance of the Fund, a Derbyshire Pension Fund Training Policy has been developed and will be taken to the Pensions and Investments Committee in September 2017 for approval. The policy will apply to all individuals who take on a decision making, scrutiny or oversight role in the Fund including certain officers of the administering authority, members of the Pensions and Investments Committee and members of the Pension Board. The policy aims to ensure that the Fund is managed by individuals with the appropriate levels of knowledge and skills, allowing for challenge of advice received, and is managed in accordance with best practice and guidance.

## **5. Local Pension Board**

The Public Service Pensions Act 2013 ("PSPA") introduced a framework for regulatory oversight by the Pensions Regulator. In addition, the PSPA introduced a new governance structure for the LGPS which came into effect in April 2015.

The governance structure was brought into effect by the LGPS (Amendment) (Governance) Regulations 2015. The regulations are intended to ensure better governance and improved accountability in the LGPS. A national Scheme Advisory Board has been established to provide advice to both the Secretary of State and to administering authorities such as the County Council. The Regulations also require administering authorities to establish Local Pension Boards.

### **Functions of the Local Pension Board**

The role of the Pension Board is defined by Regulation 106 of the Local Government Pension Scheme (Amendment) (Governance) Regulations 2015 to assist the administering authority:

1. To secure compliance with:
  - a. the Regulations;
  - b. any other legislation relating to the governance and administration of the Scheme; and
  - c. any requirements imposed by the Pensions Regulator in relation to the Scheme; and also
2. To ensure the effective and efficient governance and administration of the Scheme.

### **Terms of Reference of the Local Pension Board**

The terms of reference for the Derbyshire Local Pension Board include provisions regarding the term of office, termination of membership and meeting arrangements.

### **Structure of the Local Pension Board**

Members of the Pension Board are appointed by the County Council as Administering Authority.

The Pension Board consists of two scheme member and two scheme employer representatives and an Independent Chair.

Independent Chair: Ronald Graham

Scheme Member Representatives: Karen Gurney  
Nick Read (Trades Union nomination)

Employer Representatives: Mike Nelson (Arvato)  
James Watson (Pinxton Parish Council)

### **Training**

All five members of the Pension Board (“the Board”) attended a PLSA Workshop on Pension Boards. Three members of the Board completed the LGA Pensions Fundamentals 3 day training course in the period. The other two members of the Board attended day 3 of the LGA Pensions Fundamentals course having been judged sufficiently knowledgeable about matters covered in the first two days. Two members of the Board also attended the LGPS Central Stakeholders’ Away Day covering progress on asset pooling.

## **6. Financial Performance**

The number of Members has grown consistently over the last five years.

	2012-13	2013-14	2014-15	2015-16	2016-17
Contributors	33,586	35,408	38,230	40,030	40,640
Pensioners & Dependents	23,859	26,559	25,608	26,622	27,599
Deferred Pensions	24,160	24,913	26,030	27,240	30,327
<b>Number of Members</b>	<b>81,605</b>	<b>86,880</b>	<b>89,868</b>	<b>93,892</b>	<b>98,566</b>

Net additions from Dealing with Members (contributions received less pension benefits paid out), Employers and Others Directly involved in the Fund remained positive in 2016-17.

£ in Million	2012-13	2013-14	2014-15	2015-16	2016-17
Contributions	135.2	141.7	150.0	152.0	157.0
Transfers in from other Pension Funds	7.6	7.4	8.3	2.5	7.2
Benefits	(121.3)	(124.9)	(134.6)	(139.6)	(145.9)
Payments to and on Account of Leavers	(7.9)	(6.9)	(51.2)	(6.5)	(6.9)
<b>Net Additions from Dealing with Members</b>	<b>13.6</b>	<b>17.3</b>	<b>(27.5)</b>	<b>8.4</b>	<b>11.4</b>

The increase in Payments to and on Account of Leavers in 2014-15 reflected a transfer out in respect of all the members of the Derbyshire Probation Trust to the Greater Manchester Pension Fund following a national change in the pension arrangements for the National Probation Service. This resulted in a payment out of £46.4m in cash. On an adjusted basis, Dealing with Members reported a positive contribution of £18.9m.

Cost-per-Member is a key measure for assessing the Fund's cost effectiveness. The costs of managing Derbyshire Pension Fund over the last five years were as follows:

£ per Member	2012-13	2013-14	2014-15	2015-16	2016-17
Number of Members	81,605	86,880	89,868	93,892	98,566
Investment Management (£000)	3,953	5,381	13,355	15,272	18,898
Cost per Member	£48.44	£61.94	£148.61	£162.65	£191.73
As a % of Net Investment Assets	0.13%	0.16%	0.36%	0.42%	0.42%
Pensions Administration (£000)	1,203	1,512	1,482	1,450	1,547
Cost Per Member	£14.74	£17.40	£16.49	£15.44	£15.70
Oversight & Governance (£000)	-	-	445	431	834(*)
Cost Per Member	-	-	£4.95	£4.59	£8.46

\* Includes Actuarial-Audit fees of £148,000, equivalent to £1.50 per Member (2015-16: £0.71). The increase between 2015-16 and 2016-17 reflects the impact of an actuarial valuation which takes place every three years

The Pension Fund Statement of Accounts, Administration costs, investment management expenses, investment income and profits and losses on disposal of

investments and changes in value of investments for 2014-15 were restated in 2015-16 to account for costs in accordance with CIPFA Guidance 'Accounting for Local Government Pension Scheme Management Costs'. The impact of the restatement was sizeable, increasing investment management expenses for 2014-15 from £4.7m to £13.4m. In summary the changes were to:

- introduce a third category of management expenses of oversight and governance costs;
- include pooled investment vehicle management fees in investment management expenses, with a deduction for pooled investment vehicle rebates;
- include transaction costs (stamp duty and commission) in investment management expenses;
- include property refurbishment costs in investment property purchases; and
- deduct irrecoverable property expenses, such as vacant property rates and any difference between recoverable property service charge and insurance income and expense, from direct property rental income.

Costs for 2012-13 and 2013-14 have not been restated in accordance with the CIPFA Guidance, explaining why the costs for these years, in particular investment management costs, are significantly lower.

The year-on-year increase in investment management costs per member between 2014-15 and 2016-17 largely reflects the increase in the value of underlying investments and a shift in the Fund's asset mix to above average cost alternative investments, following a revision to the Fund's approved strategic benchmark, which increased the proportion of the Fund's investments required to be invested in private equity, infrastructure and indirect property investments.

Pension administration costs per member have remained relatively flat over the last five years ranging between £14.74 and £17.40.

Oversight and governance costs increased by £0.403m, to £0.834m in 2016-17, mainly as a result of an increase in legal fees in relation to the Fund's direct property investments and because for the first time in 2016-17, fees have been recharged to the Fund in respect of the development of LGPS Central.

Investment returns totalled £810.6m in 2016-17 reflecting strong market returns.

£ in Million	2012-13	2013-14	2014-15	2015-16	2016-17
Investment income net of taxes	69.9	78.1	70.5	76.3	84.7
Investment returns (*)	316.7	114.7	343.3	(90.1)	725.9
<b>Net Return on Investments</b>	<b>386.6</b>	<b>192.8</b>	<b>413.8</b>	<b>(13.8)</b>	<b>810.6</b>
<i>Actual Fund Investment Return</i>	<i>14.3%</i>	<i>5.7%</i>	<i>12.8%</i>	<i>(0.7%)</i>	<i>21.1%</i>
<i>Benchmark Fund Investment Return</i>	<i>13.5%</i>	<i>5.5%</i>	<i>12.6%</i>	<i>(0.7%)</i>	<i>20.3%</i>

\* Comprises Profits and Losses on Disposal of Investments and Changes in the Value of Investments

Further details in respect of the Fund's investment performance in 2016-17, and over the longer term, are set out in Section B.

Net Investment Assets totalled £4,464.2m at 31 March 2017, £798.4m higher than those reported at 31 March 2016, largely reflecting the Net Returns on Investments and Net Additions from Dealing with Members noted earlier.

£ in Million	2012-13	2013-14	2014-15	2015-16	2016-17
Investment Assets	3,122.7	3,317.5	3,685.7	3,667.4	4,469.1
Investment Liabilities	(8.2)	(6.2)	(6.4)	(1.6)	(5.0)
<b>Net Investment Assets</b>	<b>3,114.5</b>	<b>3,311.3</b>	<b>3,679.3</b>	<b>3,665.8</b>	<b>4,464.1</b>
<i>Growth / (Reduction)</i>	<i>14.7%</i>	<i>6.3%</i>	<i>12.5% (*)</i>	<i>(0.4%)</i>	<i>21.8%</i>

(\*) Adjusted to exclude the £46.4m transfer out in respect of all members of the Derbyshire Probation Trust to the Greater Manchester Pension fund in 2014-15

## 7. 2016-17 Forecast vs Outturn

The table below shows the forecast and actual out-turn for 2016-17. The forecasts are before investment returns and before adjustments of £13.5m required to account for non-cash pooled investment vehicle management fees in accordance with CIPFA Guidance 'Accounting for Local Government Pension Scheme Management Costs'.

£ in Million	2016-17 Forecast	2016-17 Actual
Net Additions from Dealing with Members	12.4	11.4
Investment income net of taxes	77.3	84.7
Investment management expenses	(5.1)	(5.4)
Pensions Administration costs	(1.7)	(1.5)
Oversight & Governance costs	(0.6)	(0.8)
<b>Net increase or (decrease)</b>	<b>82.3</b>	<b>88.4</b>

## 8. Risk Strategy and Risk Management

The Derbyshire Pension Fund recognises the importance of effective risk management including the identification and management of its key risks. Risk management is a process by which the Fund identifies, assesses and seeks, to the extent possible, to mitigate the risks associated with its activities. Effective risk management is a clear indicator of good governance and the Fund believes that maintaining a Risk Register is the primary document for identify, assessing and monitoring risks. The Fund's Risk Register is reviewed by the Director of Finance, the Pensions and Investments Committee and the Local Pensions Board on a regular basis and identifies:

- The nature of the Risk
- The Cause and Effect
- A Risk Score
- Risk mitigation controls and procedures
- Risk Owner
- Directional movement since last update

The Risk Score is a combination of the risk occurring (probability) and the likely severity (financial impact). A low risk classification is based on a score of 4 or less; a medium risk score ranges between 5 and 11; and a high risk score is anything with a score of 12 and above. The Target Risk score shows the impact of the risk occurring once the planned risk mitigation procedures and controls have been completed.

The Fund's current identified high risk items, together with planned mitigation, are set out below:

Key Risk	Comments and mitigation
Funding and fluctuation in assets and liabilities	<p>It is an inevitable risk for any pension fund that assets may be insufficient to meet liabilities and fluctuate from one valuation to the next, principally reflecting external risks around both market returns and the discount rate used to value the Fund's liabilities.</p> <p>The Fund was 86.7% funded at 31 March 2016, and the long term target as set out in the Funding Strategy Statement is to eliminate the deficit by 2035.</p> <p>The Fund constantly monitors its asset allocation has a significant proportion of its assets in growth assets, whilst proactively managing investment risk.</p>
Failure to recruit and retain suitable staff / overreliance on key individuals	<p>Staff recruitment and retention has been a long term issue for both the Pensions Administration and Investment Sections. This risk is partly mitigated through staff training and development but remains challenging given current public sector pay constraints.</p> <p>The recruitment and retention of in-house investment managers is supported by a market supplement that runs until the proposed launch of LGPS Central in April 2018.</p>
LGPS Pooling	<p>There is a risk that that the introduction of LGPS Pooling 'shoehorns' the Fund into an inappropriate pool, or pooling fails to deliver the expected level of cost savings and / or performance returns deteriorate.</p> <p>Derbyshire Pension Fund will participate in LGPS Central; a Midlands based collaboration of eight Partner Funds. As a multi-asset manager, utilising both internal and external investment expertise, LGPS Central will manage around £40bn of assets, with a strong focus on maintaining performance returns, whilst reducing costs, in a robust governance structure. Working together with our Partner Funds, the Fund has made, and continues to make, a significant contribution to the development of LGPS Central. LGPS Central is scheduled to be launched on 1 April 2018, after which, the investment management of the Fund's investments will be transitioned to LGPS Central, with the Fund retaining responsibility for strategic asset allocation.</p> <p>The launch of the LGPS Central will result a significant proportion of the Fund's in-house investment expertise being transferred to the new operating company, potentially leaving the Fund with insufficient in-house investment expertise to support the Pensions and Investments Committee to discharge its responsibilities, particularly in respect of asset allocation. The DCC Director of Finance is currently reviewing the Fund's overall future staffing needs, including the provision of suitable investment expertise.</p>

Investment risk is managed through the Pensions and Investments Committee's policy of holding different categories of investments (e.g. the strategic asset allocation between equities, bonds, property, alternatives and cash) and by holding a diversified equity spread by both geography and market sectors. The use of derivatives is currently restricted to hedging activity. Hedge Fund investment is not included in the Fund's strategic benchmark.

The strategic benchmark is designed to meet the Fund's target performance for the level of risk agreed by the Pensions and Investments Committee. The asset allocation is reviewed on a quarterly basis by the Committee for tactical purposes, supported by an external advisor and Fund's investment managers. Each asset class is managed within an agreed permitted range to ensure that the Fund does not deviate too far away from the benchmark asset allocation, whilst allowing for a degree of flexibility.

Third party risk (e.g. external investment managers and the custodian) are managed through the use of appropriate contractual arrangements and the on-going monitoring of service levels, including periodic performance review meetings.

The Fund's participating employers (e.g. Scheduled Bodies and Admission Bodies) are required to pay over the employee and employer contributions deducted each month, by the 19<sup>th</sup> of the following month. Receipt is monitored monthly and any delays are followed up and resolved promptly. The amounts received are reconciled against each employing authority's Year-End Return, which is due before the end of April each year.

During 2016-17 a new, process was implemented to manage the 'onboarding' of new employing authorities. The process includes providing better quality information at an earlier stage for potential new employers about the responsibilities and costs involved in becoming an LGPS employer, managing risk by ensuring that an appropriate bond or guarantor is arranged in advance of the admission agreement being signed, and providing guidance specific to potential admitted bodies and to potential academies on the Fund website.

## **9. Responsible Investment**

Responsible investment is an approach to investment that aims to incorporate environmental, social and governance (ESG) factors into investment decisions, to better manage risk and generate sustainable, long term returns.<sup>1</sup>

The Committee believes that responsible investment covers both incorporating ESG factors into the investment process and Fund stewardship and governance through considered voting and engagement with investee companies.

Effective management of financially material ESG risks should support the requirement to protect investment returns over the long term. The Fund's investment team seek to understand relevant ESG factors alongside conventional financial considerations within the investment process, and the Fund's external investment managers are expected to

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<sup>1</sup> UN Principles for Responsible Investing



do the same. Non-financial factors may be considered to the extent that they are not detrimental to the investment return.

A strategy of engagement with companies, rather than negative screening to exclude stocks from the portfolio on ESG/ethical grounds, is more compatible with the administering authority's fiduciary duties and supports responsible investment.

Membership of the Local Authority Pension Fund Forum (LAPFF) helps Derbyshire Pension Fund to engage with companies to understand the issues and to promote best practice. LAPFF was set up in 1991 and is a voluntary association of 71 Local Authority pension funds based in the UK with combined assets of approximately £175bn. It exists to promote the investment interests of local authority pension funds, and to maximise their influence as shareholders to promote high standards of corporate governance and corporate responsibility amongst the companies in which they invest.

Collective pressure from investors via organisations such as the LAPFF has helped to encourage listed companies to enhance their corporate governance and to improve their environmental and social impacts. The Fund attaches great importance to the exercise of voting rights and currently casts votes in respect of its directly held equity investments in the United Kingdom and North America.

The Committee has appointed Institutional Shareholder Services (ISS), a third party voting agency to provide voting services for its directly held UK equity investments. Voting is carried out in line recommendations from ISS, whose voting principles cover four key tenets on accountability, stewardship, independence and transparency. The Fund also periodically receives voting alerts from the LAPFF on certain resolutions. If the voting alert from the LAPFF conflicts with the ISS recommendation, due consideration is given to all the arguments before the vote is cast. A summary of voting activity in the United Kingdom, including votes against the management recommendation, is reported to the Pensions and Investments Committee on a quarterly basis. A copy of these quarterly reports can be found on the Derbyshire County Council website.

The Fund has appointed Wellington Management ("Wellington") in a discretionary capacity to manage its directly held North American investments, including voting in line with local practice. Wellington have policies and procedures to ensure that they collect and analyse all relevant information for each meeting, applying their proxy voting guidelines accurately and executing votes in a timely manner.

The Committee supports the Stewardship Code as published by the Financial Reporting Council and expects both the LGPS Central pool and any directly appointed fund managers to comply with the Stewardship Code.

## **10. Membership of Bodies**

The Fund is a member of the following bodies:

- Local Authority Pension Fund Forum and Pension
- Pensions and Lifetime Savings Association

## 11. Scheme Management and Advisers at March 2017

Actuarial Matters	Hyman Robertson
Auditors	KPMG
AVC Provider	Prudential
Banking Services	Lloyds Banking Group
Custodian	BNP Paribas
External Investment Advisers	Allenbridge Epic Investment Advisers
Fund Accountant	In-house
Investment Management	In-house
Legal Advisers	In-house
Performance Measurement	Performance Evaluation Limited
Property Valuation	Savills
Scheme Administrator	In-house
Tax Advisers	KPMG
Voting Services	Institutional Shareholder Services

## 12. Internal Audit Reviews

The Pension fund forms part of the operations covered by the Derbyshire County Council internal audit Section.

## 13. Myners Principles

In line with best practice the Fund monitors, and reports on the extent to which it complies with the Myners Principles as set out in guidance published by the Chartered Institute of Public Finance and Accountancy (CIPFA) in November 2012, entitled “Principles for Investment Decision Making and Disclosure in the Local Government Pension Scheme in the United Kingdom 2015”. Where this guide makes comments on examples of good practice in the light of the principles, its intention is to help funds to apply the principles, they are not expected to implement every element. The Fund’s compliance with the six principles is set out overleaf.

## Compliance with the Myners Principles

Principle	Evidence of compliance
<b>Effective Decision Making</b> <ul style="list-style-type: none"> <li>Decisions are taken by persons or organisations with the skills, knowledge, advice and resources necessary to make them effectively and monitor their implications.</li> <li>Those persons or organisations have sufficient expertise to be able to evaluate and challenge the advice they receive, and manage conflicts of interest.</li> </ul>	<ul style="list-style-type: none"> <li>The Fund has established a Pensions Board in accordance with the Public Service Pensions Act 2013.</li> <li>The role of the Pensions and Investments Committee is defined in the Governance Policy Statement.</li> <li>The Pensions and Investments Committee meets quarterly to discuss current issues, future policy and tactical asset allocation.</li> <li>The Committee have appointed suitably qualified internal investment managers to manage the investments of the Fund. Where appropriate skills are not available internally, external managers are used.</li> <li>The Fund takes advice from its independent adviser and its internal Head of Investments, both of whom attend the Pensions and Investments Committee.</li> <li>Members' declaration of interests is made at the commencement of each meeting of the Pensions and Investments Committee.</li> <li>A training needs assessment programme has been established, and training is provided both internally and externally.</li> <li>Preparation of an annual Service Plan.</li> </ul>
<b>Clear Objectives</b> <ul style="list-style-type: none"> <li>An overall investment objective(s) should be set out for the fund that takes account of the scheme's liabilities, the potential impact on local tax payers, the strength of the covenant for non-local-authority employers and the attitude to risk of both the administering authority and scheme employers and these should be clearly communicated to advisers and investment managers.</li> </ul>	<ul style="list-style-type: none"> <li>The Fund's objectives is "To invest the pension fund with the aim of maximising its returns subject to an agreed level of risk and having taken into account the Fund's liabilities and its projected cash-flows"</li> <li>The Fund's asset allocation is specifically designed to achieve the Fund's objectives, with tactical asset allocation reviewed at the quarterly Pensions and Investments Committee. In determining the Fund's asset allocation, the Committee consider all asset classes in terms of their suitability and diversification benefits.</li> <li>The Fund's targets are to beat the actuary's long term assumptions of returns; currently an investment return of 4.0%.</li> <li>Target performance and timescales have been set by the Pensions and Investments Committee. The managers are required to adopt an active style of management and a flexible approach whilst seeking to contain risks in accordance with agreed parameters.</li> <li>Contracts for external investment managers specify targets, timescales and approach.</li> <li>The Fund's Funding Strategy Statement can be found on the Fund's website.</li> </ul>

<p><b>Risk and Liabilities</b></p> <ul style="list-style-type: none"> <li>• In setting and reviewing their investment strategy, administering authorities should take account of the form and structure of liabilities.</li> <li>• These include the implications for local tax payers, the strength of the covenant for participating employers, the risk of their default and longevity risk.</li> </ul>	<ul style="list-style-type: none"> <li>• A description of the risk assessment framework used for potential and existing investments is included in the Investment Strategy Statement.</li> <li>• The Fund maintains a risk register and this is reviewed by the DCC Director of Finance, Pensions and Investments Committee and Local Pensions Board on a regular basis. The risk register identifies the Fund's risk, including an assessment of the potential impact and probability, together with current and proposed mitigation controls and procedures.</li> <li>• An Asset Liability study was undertaken in 2016 to ensure that the Fund's asset allocation mix was appropriate in relation to its liability profile and the level of risk that the Pensions and Investment Committee was prepared to take. This led to the introduction of a new asset allocation in March 2017.</li> </ul>
<p><b>Performance Assessment</b></p> <ul style="list-style-type: none"> <li>• Arrangements should be in place for the formal measurement of performance of the investments, investment managers and advisers.</li> <li>• Administering authorities should also periodically make a formal assessment of their own effectiveness as a decision-making body and report on this to scheme members.</li> </ul>	<ul style="list-style-type: none"> <li>• The Fund's performance is assessed on a quarterly basis, using data provided by Performance Evaluation Limited, a specialist performance measurement organisation.</li> <li>• The Fund's performance is reviewed by the Pensions and Investments Committee on a quarterly basis, including an independent review by the Fund's external advisor.</li> <li>• The asset class specific benchmarks are reviewed for appropriateness and approved by the Pensions and Investments Committee.</li> <li>• The Local Pensions Board also assists the administering authority to ensure the effective and efficient governance and administration of the Scheme.</li> </ul>

<p><b>Responsible Owner</b></p> <ul style="list-style-type: none"> <li>• Recognise, and ensure that their partners in the investment chain adopt, the FRC's UK Stewardship Code.</li> <li>• Include a statement of their policy on responsible ownership in the Investment Strategy Statement.</li> <li>• Report periodically to scheme members on the discharge of such responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>• The Fund's Investment Strategy Statement contains details on Responsible Investment.</li> <li>• The Fund has appointed a third party voting agency to provide voting services in the UK. Consideration is given to voting alerts from the Local Authority Pension Fund Forum (LAPFF). Voting activity is undertaken in a number of overseas markets where votes are cast by the Fund's external investment manager in accordance with local practice.</li> <li>• Voting activity in the UK is reported on a quarterly basis to the Pensions &amp; Investments Committee. Further details on the Fund's voting policy together with the quarterly voting reports are available on the Fund's website.</li> <li>• The Fund is a participating member of the LAPFF and receives information on environmental, social and governance issues.</li> <li>• The Fund is currently assessing itself against the FRC's Stewardship Code.</li> </ul>
<p><b>Transparency &amp; Reporting</b></p> <ul style="list-style-type: none"> <li>• Act in a transparent manner, communicating with stakeholders on issues relating to their management of investment, its governance and risks, including performance against stated objectives.</li> <li>• Provide regular communication to scheme members in the form they consider most appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• The following are published on the Fund's website: <ul style="list-style-type: none"> <li>○ Non-exempt Pensions and Investments Committee reports and minutes, including fund performance reports.</li> <li>○ Investment Strategy Statement.</li> <li>○ Pension Fund Annual Report, including the Statement of Accounts.</li> <li>○ Governance Policy Statement.</li> <li>○ Communication Policy.</li> <li>○ Actuarial Valuation Report.</li> <li>○ Funding Strategy Statement.</li> </ul> </li> </ul>

## **B Investment Policy and Performance**

### **1. Investments**

Responsibility for the investment of the Pension Fund is delegated to the County Council's Pensions and Investments Committee. The day to day management of the Pension Fund's investments is delegated to the Director of Finance. A significant proportion of the Fund's investments are managed on an active basis by the Fund's in-house investment team which is part of the Corporate Finance Division of the Corporate Resources Department. Where the appropriate skills are not available internally, external managers are used.

### **2. Investment Assets**

The Fund's investment assets are managed as follows:

#### **(a) In-House Team**

Sovereign Bonds (conventional and index-linked), Corporate Bonds\*, Multi-Asset Credit\*, UK Equities, Japanese Equities\*, Asia Pacific Equities\*, Emerging Market Equities\*, Indirect Property\*, Infrastructure\* and Private Equity\* (\* through pooled investment funds)

By the in-house team comprising:

**Peter Handford (Director of Finance)**

#### **The Investment Section**

##### **Investment Management**

Dawn Kinley (Head of Investments)  
Richard Fanshawe (Fund Manager)  
Julian Green (Fund Manager)  
David Henry (Fund Manager)  
Vanessa Jacka (Fund Manager)  
Neil Smith (Fund Manager)  
Mark Davies (Assistant Fund Manager)  
Christopher Gooding (Research Analyst)

##### **Accounts-Treasury Management-Administrative Support**

Rajwant Dosanjh (Pension Fund Accountant)  
Jonathan Clarke (Finance Officer (Treasury Management))  
Lesley Crowder (Business Services Officer)  
Catherine Bedford (Business Services Officer)

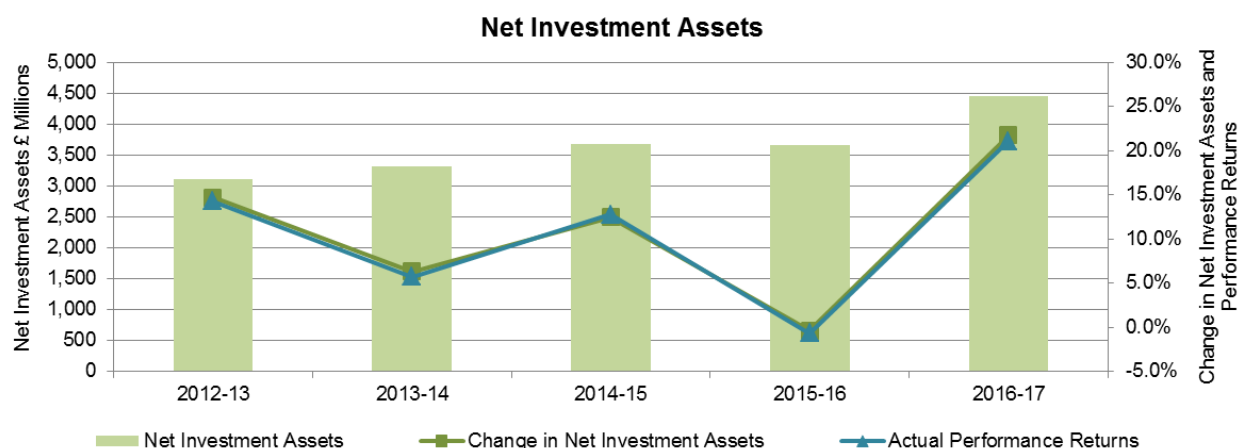
**(b) Direct Property:** Colliers International (Discretionary Manager)

**(c) European Equities:** UBS Global Investment Management (in a passive capacity)

**(d) US Equities: Wellington Management International (Discretionary Manager)**

**3. Net Investment Assets**

The chart below shows the Fund's Net Investment Assets at the last five period-ends, together with year-on-year change in value. The chart demonstrates that the performance returns are the key driver of changes in value of net investment assets; net contributions from Dealing with Members have a limited impact.



**4. Strategic Benchmark**

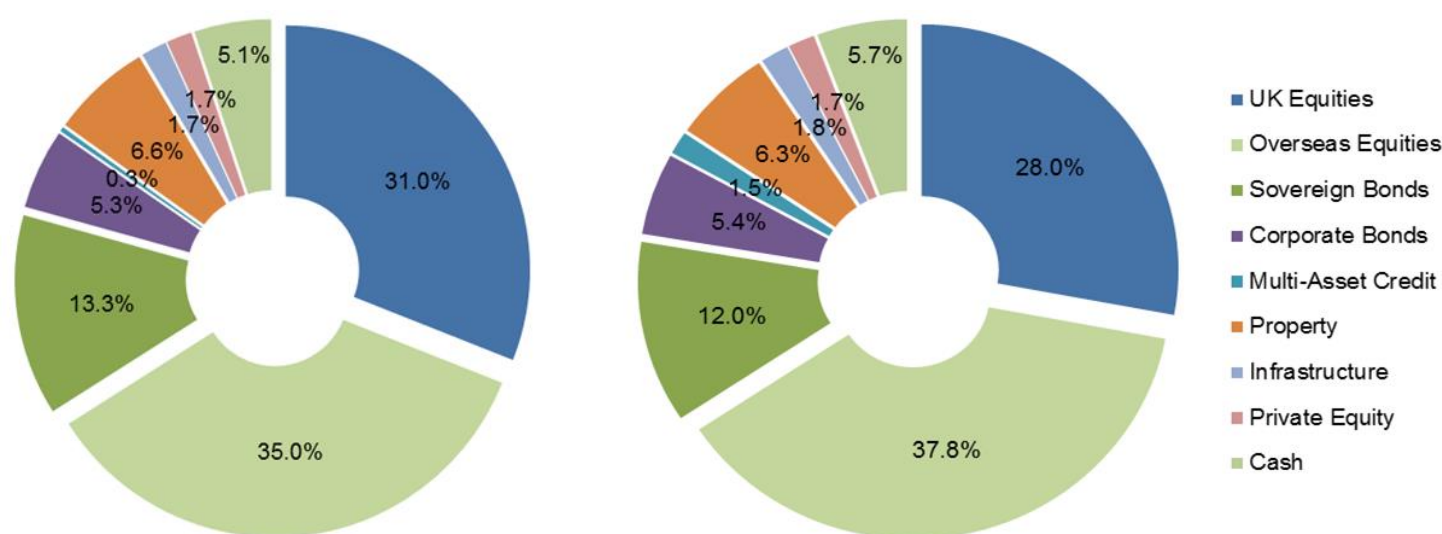
The Fund's strategic benchmark is set out below.

Asset Class	31 March 2016 Benchmark	31 March 2017 Benchmark	Permitted Range	1 <sup>st</sup> April 2017
UK Equities	28.0%	28.0%	± 6%	25.0%
Overseas Equities	32.0%	32.0%	± 6%	33.0%
US Equities	11.0%	11.0%	± 4%	12.0%
European Equities	9.0%	9.0%	± 4%	9.0%
Japanese Equities	5.0%	5.0%	± 2%	5.0%
Asia-Pacific Equities	4.0%	4.0%	± 2%	4.0%
Emerging Market Equities	3.0%	3.0%	± 2%	3.0%
<b>Equities</b>	<b>60.0%</b>	<b>60.0%</b>	<b>± 8%</b>	<b>58.0%</b>
Conventional Bonds	6.5%	6.5%	± 3%	5.5%
Index-Linked Bonds	6.5%	6.5%	± 3%	6.5%
Corporate Bonds	6.0%	6.0%	± 3%	6.0%
Multi-Asset Credit	3.0%	3.0%	± 2%	4.0%
<b>Bonds</b>	<b>22.0%</b>	<b>22.0%</b>	<b>± 5%</b>	<b>22.0%</b>
Direct Property	5.0%	5.0%	± 2%	5.0%
Indirect Property	4.0%	4.0%	± 2%	4.0%
<b>Property</b>	<b>9.0%</b>	<b>9.0%</b>	<b>± 3%</b>	<b>9.0%</b>
Infrastructure	3.0%	3.0%	± 2%	5.0%
Private Equity	4.0%	4.0%	± 2%	4.0%
<b>Alternatives</b>	<b>7.0%</b>	<b>7.0%</b>	<b>± 3%</b>	<b>9.0%</b>
<b>Cash</b>	<b>2.0%</b>	<b>2.0%</b>	<b>0% to 8%</b>	<b>2.0%</b>

Each asset class is managed within an agreed permitted range to ensure that the Fund does not deviate too far away from the benchmark asset allocation, whilst allowing for a degree of flexibility.

A new Investment Strategy Statement was approved on 20 March 2017, incorporating a revised strategic asset allocation (the benchmark) which came in to force on 1 April 2017. The new benchmark included increased allocations to US equities (11% to 12%), Multi-Asset Credit (3% to 4%) and infrastructure (3% to 5%) and reduced allocations to UK equities (28% to 25%) and Conventional Bonds (part of Sovereign Bonds) (6.5% to 5.5%). There were no changes to the permitted ranges. A copy of the Investment Strategy Statement is set out at Appendix 2.

The Fund's actual asset allocation at 31 March 2016 and 31 March 2017 are set out below:



The Pension Fund reduced its weightings in respect of UK Equities (31.0% to 28.0%) and increased its weighting in respect of Multi-Asset Credit (0.3% to 1.5%) reflecting changes to the strategic asset allocation in October 2015. The weighting in overseas equities was boosted by the impact of the strength of the overseas currencies against Sterling following the EU referendum result.

## 5. The Fund's targets

The Fund's overall target is as follows: To beat the actuary's long term assumptions of returns; currently an investment return of 4.0% per annum.

## 6. Market Background 2016-17

In the twelve months to March 2017 equity returns to Sterling investors were extremely strong, ranging from 22.0% in the UK to 36.8% in the Asia Pacific, with political events being the dominant driver. Equity returns were particularly strong following the EU Referendum, as the value of Sterling fell sharply against both the US Dollar (down 14.7% since the EU Referendum) and the Euro (down 9.5% since the EU



Referendum). Equity returns were further boosted on expectations of higher economic growth and lighter regulations in the United States of America, following the outcome of the US Presidential Elections in November 2016.

Bond returns were also positive in the period, with UK Gilts returning 6.6%, UK Index-Linked Bonds returning 19.9% and Corporate Bonds returning 11.0%. Following a very strong performance in the first half of 2016, bond returns weakened in the second half of the year, in response to resilient economic data and higher inflation expectations. Increasing scepticism about the ability to reflate the US economy led to renewed strength in bond markets in the first quarter of 2017. Property returned 4.1% in 2016-17 as the boost from falling yields appeared to come to an end and the focus turned to rental growth. The commercial property market was also impacted by increased economic uncertainty following the EU Referendum and weakening demand for retail property.

Asset returns overall in the period were well above long term averages.

## 7. Investment Performance

Investment performance, including a comparison against the Benchmark Return, is calculated independently by Performance Evaluation Limited on a quarterly basis. Results are considered by the Pensions and Investments Committee as they become available and are reported to Fund members on an annual basis as part of this report.

The Fund's actual performance returns for 1, 3, 5 and 10 year periods by asset class, together with Benchmark Returns for the same periods, are set out below. The Fund outperformed the benchmark in each time period.

	1 Year		3 Year Average		5 Year Average		10 Year Average	
	Fund	Benchmark	Fund	Benchmark	Fund	Benchmark	Fund	Benchmark
United Kingdom Equities	22.7%	22.0%	7.8%	7.7%	10.4%	9.7%	6.2%	5.6%
United States Equities	36.8%	35.0%	22.6%	20.5%	20.5%	18.2%	13.9%	11.6%
European Equities	28.1%	28.0%	9.6%	9.6%	12.0%	12.8%	6.0%	6.0%
Japanese Equities	33.4%	32.8%	17.8%	17.8%	14.2%	12.9%	6.7%	5.2%
Asia Pacific Equities	35.0%	36.8%	15.0%	12.3%	10.8%	9.5%	11.2%	9.8%
Emerging Markets Equities	35.9%	35.6%	10.6%	12.9%	5.7%	6.6%	8.0%	7.5%
Fixed Income (*)	8.1%	8.7%	7.8%	8.0%	5.9%	6.4%	6.9%	6.6%
Index-Linked Bonds	15.9%	19.9%	11.5%	13.1%	7.7%	8.9%	-	-
Property	7.6%	4.1%	12.8%	11.1%	11.5%	9.9%	4.2%	3.8%
Alternatives	15.9%	13.8%	17.3%	5.4%	13.6%	5.9%	-	-
Cash	0.4%	0.2%	0.8%	0.3%	0.6%	0.3%	-	-
<b>Total</b>	<b>21.1%</b>	<b>20.3%</b>	<b>10.7%</b>	<b>10.4%</b>	<b>10.4%</b>	<b>10.0%</b>	<b>7.2%</b>	<b>6.7</b>

Source: Performance Evaluation Limited

(\*) Comprises Conventional Bonds, Corporate Bonds and Multi-Asset Credit

The Fund outperformed in line with its strategic benchmark in 2016-17, returning 21.1% against a benchmark return of 20.3%. Asset allocation accounted for the vast majority of the outperformance.

Within equities, the Fund outperformed in the UK, North America, Europe, Japan and Emerging Markets and underperformed in Pacific ex-Japan.

The Fund outperformed in Multi-Asset Credit but underperformed in Conventional bonds, Index-Linked Bonds and Corporate bonds. Both Alternatives and Property outperformed the benchmark.

## 8. Performance Compared to CPI and RPI

% per Annum	1 Year	3 Year Average	5 Year Average	10 Year Average
The Fund	21.1%	10.7	10.4	7.2
Consumer Price Index	2.3%	0.9	1.5	2.3
Retail Price Index	3.1%	1.9	2.7	2.8

The Fund's Actual Returns were comfortably ahead of inflation, delivering real returns over all periods.

## 9. Analysis of the Fund's Assets at the Reporting Date

The Fund's assets at 31 March 2017 are detailed below:

£ in Million	UK	Non-UK	Total
Equities	1,245.9	1,681.5	2,927.4
Bonds	690.3	144.4	834.7
Direct Property	161.2	-	161.2
Indirect Property	101.6	15.7	117.3
Alternatives	154.4	-	154.4
Cash and cash equivalents	241.0	12.6	253.6
Other	15.6	(0.1)	15.5
<b>Total</b>	<b>2,610.0</b>	<b>1,854.1</b>	<b>4,464.1</b>

## 10. Analysis of the Fund's Investment Income for 2016-17

An analysis of the Fund's investment income for 2016-17 is set out below:

£ in Million	UK	Non-UK	Total
Equities	45.8	10.5	56.3
Bonds	8.9	2.2	11.1
Direct Property	8.0	-	8.0
Indirect Property	2.1	0.6	2.7
Alternatives	4.7	-	4.7
Cash and cash equivalents	0.7	-	0.7
Other	0.1	0.7	0.8
<b>Total</b>	<b>70.3</b>	<b>14.0</b>	<b>84.3</b>

## 11. Largest Direct Equity Holdings

The Fund's 10 largest direct UK Equity holdings at 31 March 2017, together with the comparable holding at 31 March 2016, were as follows:

Value of Holding in £000s	31 March 2016	31 March 2017
Royal Dutch Shell plc	60,591	77,174
HSBC plc	48,379	63,463
British American Tobacco plc	41,923	53,000
GlaxoSmithKline plc	44,517	52,357
BP plc	40,267	50,331
AstraZeneca plc	30,244	38,071
Lloyds Banking Group plc	33,325	35,807
Vodafone plc	35,384	33,296
Diageo plc	24,453	32,654
Prudential plc	24,719	32,015

The Fund's largest direct US Equity holdings at 31 March 2017, together with the comparable holding at 31 March 2016, were as follows:

Value of Holding in £000s	31 March 2016	31 March 2017
Apple Inc	11,842	20,707
Bank of America Corp	6,634	12,954
Amazon Con Inc	8,320	10,977
Nike Inc	4,470	8,754
Medtronic Inc	7,950	8,624
Microsoft Corp	8,945	7,858
Facebook Inc	5,921	7,734
Pepsico Inc	6,655	7,381
United Health Group Inc	5,679	7,268
Alphabet Inc	11,392	7,064

The Fund's largest indirect holdings at 31 March 2017, together with the comparable holding at 31 March 2016, were as follows:

Value of Holding in £000s	Asset Class	31 March 2016	31 March 2017
UBS Life Europe	European Equities	329,079	458,447
Royal London	Corporate Bonds	99,143	122,108
Kames UK	Corporate Bonds	60,429	116,468
Stewart Investors	Asia-Pacific Equities	59,331	75,981
Ballie Gifford	Japanese Equities	43,687	63,038
Legg Mason	Japanese Equities	36,234	48,572
Edinburgh Dragon Trust	Asia-Pacific Equities	30,258	40,959
Schroder	Japanese Equities	15,651	37,367
Polunin	Emerging Market Equities	15,784	37,027
JO Hambro	Japanese Equities	27,030	34,755

## **C Arrangements for the Administration of the Fund**

### **1. Introduction**

Responsibility for the administration of the Pension Fund is delegated to the County Council's Pensions and Investments Committee.

The Fund is administered in-house on a day to day basis by the Pensions Administration team which is part of the Corporate Finance Division of the Corporate Resources Department. The officers responsible for administration are:

Peter Handford	Director of Finance
Nigel Dowey	Pensions Manager

The LGPS is a statutory scheme with regulations made under the Superannuation Act 1972. The LGPS is a defined benefits scheme based, since 1 April 2014, on 'Career Average Revaluated Earnings' (CARE). Member's benefits are determined strictly in accordance with the scheme regulations and are not subject to changes affecting the Fund's assets. Where members joined the scheme before 1 April 2014, protections are in place for their benefits to be based on accrued scheme membership to that date and their full-time equivalent pensionable pay at retirement.

Scheme members were required during 2016-17 to pay a contribution between 5.5% and 12.5% of their pensionable pay, depending on their pay banding. Each employer had an individual rate of contribution, comprising an amount for the future accrual of benefits. The contribution to past service deficit is expressed as a cash sum.

The triennial scheme valuation completed by the Scheme Actuary as at 31 March 2016 established the Fund position to determine Employer contribution rates for the three years from 1 April 2017 until 31 March 2020.

As an administering authority under the Local Government Pension Scheme (Administration) Regulations 2013 the Council is responsible for administering the LGPS for all local authority employers in the County and certain other organisations. Some participate under admission agreements. A full list of employers is given at Appendix 5.

### **2. Administration**

Pensions administration broadly comprises:

- maintaining a computerised database for:
  1. active members (i.e. contributors)
  2. pensioners, including widows, widowers and dependants
  3. those with deferred benefits that will become payable in the future

- providing annual benefit statements to active and deferred Scheme members
- providing estimates of benefits
- calculation and payment of retirement benefits
- calculation and payment of transfer values to other schemes
- processing transfer values from “club” and local government schemes
- providing valuations and splitting pensions in divorce cases
- communicating with employers and Scheme members on Scheme changes and pensions issues
- Onboarding of new scheme employers
- supporting employers to carry out their responsibilities under the LGPS Regulations
- providing data for triennial valuations and annual FRS17 disclosures
- reporting to the Pensions and Investment Committee on Scheme changes, discretions, disputes and applications for admission body status
- replying to queries from Scheme members and employers

### **3. Costs of Administering the Pension Fund**

There were 37.6 full-time equivalent members of staff at 31 March 2017 and the cost of administration, excluding actuarial and audit fees, was £1.5m comprising staffing costs, IT, central charges and the cost of providing a pensions payroll for pensioners.

The Pension Section has four teams designed to deal with specific areas of pension administration managed by Pension Team Managers:

Two Benefits Teams	Sue Hubbleday and Wayne Stone
Technical and Finance Team	Rachel James
Regulations and Communications Team	Steve Webster

There is also a temporary team created to support and develop the pensions administration system, led by Sandra Allen and Emma Whysall.

The pensioner payroll service is provided by Derbyshire County Council's Shared Services Centre (SSC). SSC work to a Service Level Agreement set up by the Pension Fund, and review the cost of the service to the Pension Fund each year.

The total cost of administration expressed as a cost per member for the past five years was:

£ per Member	2012-13	2013-14	2014-15	2015-16	2016-17
The Fund	£14.74	£17.40	£16.49	£15.44	£15.70
Shire County Average	£24.90	£23.97	£22.41	£17.96	*
All English Authorities	£19.59	£20.06	£24.98	£20.00	*

\* Not available until October 2017

#### 4. Disputes

If a person is dissatisfied with a decision relating to their pension they can invoke the Application for Adjudication of Disagreements Procedure (AADP), which has replaced the Internal Dispute Resolution Procedure (IDRP). This is a two-stage process with the complaint being considered in the first instance by an adjudicator nominated by the Scheme employer or, where the administering authority made the decision, to an adjudicator nominated by the administering authority.

If, after receiving the adjudicator's decision, the Scheme member is still dissatisfied they can refer their complaint to the administering authority for determination. The Council's Pensions and Investments Committee considers such cases at Stage 2 of the process and its role is to:

- reconsider the decision taking account of the facts and any evidence submitted by either party for the first stage decision;
- ensure that the regulations were applied correctly; and
- check that impartial procedures were used to arrive at the decision.

If, having exhausted the two stage adjudication procedure, the applicant is still dissatisfied they can appeal to The Pensions Ombudsman. During the year 2016-17, the Pensions and Investments Committee considered four cases under stage 2 of the Adjudication of Disagreements Procedure. Of the four cases considered under stage 2, one was upheld in favour of the employee, and the employing authority concerned was asked to reconsider the matter. Of the three cases that were not upheld at Stage 2, two were subsequently referred to The Pensions Ombudsman. The first of these has been considered and was not been upheld by the Pensions Ombudsman, and the Ombudsman's decision remains outstanding on the other.

#### 5. Communications

In line with the Communications Policy Statement, included as Appendix 6, the Pensions Section communicated with employers and Scheme members using DCC's website, benefit statements, employer site visits, newsletters and other publications. Work was also completed on the specific Communications Strategy for 2016-17, which maintains the momentum towards these key aspirations:

- Targeting messages to employers in a timely fashion, rather than waiting for enough information to fill a newsletter
- Collaboration between Fund and employers to communicate effectively and efficiently with Fund members
- Collaboration with LGA and other Funds
- Using the opportunities afforded by technology; specifically looking to develop self-service functionality for members and employers
- Developing feedback channels
- Monitoring cost-effectiveness
- Developing a 'brand identity' for the Fund

## **6. Web-Pages**

The Pensions Team has continued to maintain and improve the Pension Fund's web-pages with important information and direct access to pension estimate modellers and forms for both members and employers. The Fund's web-pages are currently hosted on the Derbyshire County Council website at [www.derbyshire.gov.uk/pensions](http://www.derbyshire.gov.uk/pensions).

## **7. Legislative changes in 2016-17**

The LGPS regulations were due for numerous important amendments during 2016-17 but due to staff changes at DCLG all drafted amendments have been delayed pending further review and consultation. However, continuing changes in the wider 'pensions world' have continued to put pressure on the administration function to ensure that all members are fully informed and able to make the best choices they can for themselves. These include:

- Changes to HMRC Annual Allowance rules including the introduction of:
  - Tapered Annual Allowance for earnings over £150,000 pa
  - Separate 'Money Purchase' Annual Allowance
- Reduction in the HMRC Lifetime Allowance from £1.25 Million to £1 Million
- Legislation introduced to allow the introduction of public sector exit payment 'Cost cap'
- Ending of Contracting out regulations
- Negative revaluation for active CARE benefits
- Introduction of tax charges for some pension transfers to overseas schemes
- Changes to taxation of death grants paid more than 2 years after death
- Changes to numerous calculation methods and factors issued by the Government Actuaries Department (GAD) and the Public Sector Transfer Club



## **8. The End of Contracting-Out**

A new single tier, flat rate State Pension was introduced for those reaching State Pension age on or after 6 April 2016. LGPS members had been 'contracted out' of the additional State Pension and therefore received a rebate on their National Insurance (NI) contributions. The Fund worked with the DWP and employing authorities to inform Fund members that, as a consequence from 6 April 2016, they would start to pay a higher amount of National Insurance contributions. This also necessitated changes to standard letters and internal procedures.

## **9. Pensions Administration Strategy**

The Pension Fund prepared a Pensions Administration Strategy in 2015 and reviewed it in 2016. The document, describing the service levels agreed between the administration authority and fund employers, has been circulated to fund employers and a copy is attached at Appendix 7. The strategy seeks to promote good working relationships, improve efficiency and enable quality between fund employers and the administering authority.

## D Pensions Administration Strategy-Fund Activity

### (a) Membership

	31/03/13	31/03/14	31/03/15	31/03/16	31/03/17
Contributors	33,586	35,408	38,230	40,030	40,640
Deferred Pensions	23,859	26,559	26,030	27,240	30,327
Pensioners/Dependants	24,160	24,913	25,608	26,622	27,599
<b>Total</b>	<b>81,605</b>	<b>86,880</b>	<b>89,868</b>	<b>93,892</b>	<b>98,566</b>

### (b) Retirements from Active Status:

	31/03/13	31/03/14	31/03/15	31/03/16	31/03/17
Ill Health	34	38	29	26	42
Age retirement	427	459	524	621	644
Flexible	50	58	56	59	77
Redundancy	181	121	108	119	138
Efficiency	12	15	51	53	34
Employer Consent	11	8	0	0	0
<b>Total</b>	<b>715</b>	<b>699</b>	<b>768</b>	<b>878</b>	<b>935</b>

### (c) Retirements from Deferred Status:

	31/03/13	31/03/14	31/03/15	31/03/16	31/03/17
Ill Health	10	15	5	16	5
Age retirement	377	447	450	423	479
Employer Consent	7	7	0	0	0
<b>Total</b>	<b>394</b>	<b>469</b>	<b>455</b>	<b>439</b>	<b>484</b>

### (d) Deaths in Service:

	31/03/13	31/03/14	31/03/15	31/03/16	31/03/17
Deaths in service	27	22	30	30	28

**e) Deaths of Deferred Pensioners:**

	<b>31/03/13</b>	<b>31/03/14</b>	<b>31/03/15</b>	<b>31/03/16</b>	<b>31/03/17</b>
Deaths of deferred pensioners	26	20	15	26	26

**(f) Deaths of Pensioners/Dependants:**

	<b>31/03/13</b>	<b>31/03/14</b>	<b>31/03/15</b>	<b>31/03/16</b>	<b>31/03/17</b>
Deaths of pensioners & dependants	661	679	655	554	639

**(g) Transfers-in:**

	<b>31/03/13</b>	<b>31/03/14</b>	<b>31/03/15</b>	<b>31/03/16</b>	<b>31/03/17</b>
Inter-fund Transfers (from the LGPS)	106	93	54	26	153
Club Transfer (Public Sector Transfer Club)	18	17	11	2	3
Non Club	3	2	0	0	2
Personal Pension	1	-	0	0	0
<b>Total</b>	<b>128</b>	<b>112</b>	<b>65</b>	<b>28</b>	<b>158</b>

**(h) Transfers-out:**

	<b>31/03/13</b>	<b>31/03/14</b>	<b>31/03/15</b>	<b>31/03/16</b>	<b>31/03/17</b>
Inter-fund Transfers (from the LGPS)	114	90	33	45	42
Club Transfer (Public Sector Transfer Club)	54	50	20	37	21
Non Club	17	16	10	12	17
Personal Pension	0	1	0	2	0
Overseas	5	6	4	0	3
<b>Total</b>	<b>190</b>	<b>163</b>	<b>67</b>	<b>96</b>	<b>83</b>

**(i) Trivials:**

	<b>31/03/13</b>	<b>31/03/14</b>	<b>31/03/15</b>	<b>31/03/16</b>	<b>31/03/17</b>
From active status	16	32	1	7	2
From deferred status	78	94	3	13	8
From pension in payment	-	142	9	1	0
<b>Total</b>	<b>94</b>	<b>268</b>	<b>13</b>	<b>21</b>	<b>10</b>

Trivials are payment of small pensions via a single one-off lump sum.

**(j) Schedule of Contributions**

A schedule of contributions for the year showing the amounts paid by individual employers and their employees is given at Appendix 5.

**(k) Arrears of Contributions**

Employers are required to collect contributions from active Scheme members and pay these together with their employer's contribution to the County Council not later than the 19<sup>th</sup> of the following month to which the contributions relate.

**(l) Summary of Fund employers**

	<b>Active at 31 March 2017</b>	<b>Ceased in 2016-17</b>	<b>Total</b>
Scheduled body	114	-	114
Admitted body	53	5	58
<b>Total</b>	<b>167</b>	<b>5</b>	<b>172</b>

## E Actuarial Report

This statement has been prepared in accordance with Regulation 57(1)(d) of the Local Government Pension Scheme(Administration) Regulations 2013.

Every three years an actuarial valuation of the Fund is undertaken in accordance with the provisions of The Local Government Pension Scheme Regulations 2013. The purpose of the valuation is to determine the solvency of the Fund and to set the level of contributions payable by each participating employer for the following three years. A valuation of the Fund was undertaken as at 31 March 2016 to set the level of employer contributions for the three years commencing 1 April 2017. A copy of the valuation prepared by the Fund's actuary, Hymans Robertson, is set out at Appendix 3.

At 31 March 2016 the Net Assets of the Fund were £3.672bn and the Past Service Liabilities were £4.236bn. The Fund's deficit of £0.564bn is being recovered in accordance with the Fund's Funding Strategy Statement, a copy of which is set out at Appendix 4.

The funding level is the Fund's ratio of assets to liabilities at the valuation date. The funding level at the 2016 valuation was 86.7%, an improvement on the funding level at the 2013 valuation of 82.5%.

A number of factors, both positive and negative, have impacted on the funding level. The overall funding level has improved because the market value of the Fund's assets has increased by more than the increase in the cash value of the Fund's past service liabilities. Actual investment returns were approximately 4% greater than the expected three-year return assumed in the 2013 actuarial valuation, improving the funding level. The overall impact of demographic experience has also improved the funding level but this has been off-set by changes in financial assumptions which have worsened it, including a decrease in the real discount rate between 2013 and 2016.

The valuation was undertaken using a market value approach. The assets were valued at their market value with market related discount rates used as the basis for determining the present value of the liabilities. Assumptions used are detailed in the following table.

	<b>Assumption</b>
Asset Out-Performance*	1.8%
Discount Rate (Pre-Retirement)	4.0%
Discount Rate (Post Retirement)	4.0%
CPI Price Inflation	2.1%
Real Earnings Inflation (over CPI inflation)	0.6%
Salary increases**	2.7%
Pension increases (except pre 88 GMP)	2.1%
Revaluation of deferred pension	2.1%

\* Asset Out-Performance assumptions represent the expected out-performance of investment returns relative to gilts.

\*\* An allowance is also made for promotional pay increases.

The contribution rates required have been determined using a “risk based” approach. The level of contribution rate to give an appropriate likelihood of meeting an employer’s funding target (usually a 100% funding level), within the agreed timeframe, is determined for each employer. The full rate of an employer’s contribution provides for the cost of year-by-year accrual of benefits in respect of current Fund members and the amount required to meet a shortfall in respect of the assets required for pensions in payment (including those payable to survivors of former members) and benefits accrued by other members, which will become payable in the future (known as a past service deficiency).

**Controlled**

**Statement of Accounts  
Derbyshire Pension Fund  
2016-17  
Pre-Audit**

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## PENSION FUND ACCOUNTS

### EXPLANATORY FOREWORD

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Derbyshire County Council administers the Local Government Pension Scheme (LGPS) for employees, pensioners and dependents of a variety of bodies in Derbyshire, including Councils, Police and Fire Authorities, the University of Derby, colleges and over 115 other organisations including academies, charities and some private companies providing services to local councils.

Derbyshire Pension Fund manages the pensions of over 98,000 individuals, either active contributors, pensioners or deferred pensioners, receiving over £164m in contributions and this year paying out over £152m in pension benefits. The Fund also manages investment assets of £4.4bn over a full range of asset classes, including equities, gilts, other bonds, property, alternatives and cash.

In the 2015 Summer Budget, following a long review into the future structure of LGPS, the Government announced its intention of inviting 89 administering authorities within LGPS to formulate plans for pooling the investment of assets, with the aim of reducing costs significantly, whilst maintaining investment performance. Derbyshire Pension Fund subsequently announced its participation in LGPS Central, a Midlands based collaboration of nine local government pension schemes (the “Partner Funds”). As a multi-asset manager, utilising both internal and external investment expertise, it is intended that LGPS Central will manage approximately £40bn of assets on behalf of Partner Funds, with a strong focus on maintaining performance returns, whilst reducing costs, in a robust governance structure. Working together with our Partner Funds, Derbyshire Pension Fund has made, and continues to make, a significant contribution to the development of LGPS Central. LGPS Central is scheduled to be launched on 1 April 2018, after which, the investment management of the Fund’s investments will be transitioned to LGPS Central, with the Fund retaining responsibility for strategic asset allocation. The development and implementation of LGPS Central remains a major strategic focus for the Fund.

The Fund’s membership records and subsequent calculations of benefits and other pension matters were transferred to a new pensions administration system during 2014. This system was selected after a public procurement exercise. System implementation has proved to be very difficult and despite continued efforts to devise workable solutions, backlogs of work have built up, impacting the delivery of the pensions administration service. A review of the position concluded that it was advisable to take advantage of the first end date in the contract and to go out to the market, to see if a better solution is available. In the meantime, the pensions administration team is continuing to work with the current provider to improve the delivery of the service.

### Membership Statistics

	Actuals		
	31 Mar 2015	31 Mar 2016	31 Mar 2017
Contributors	38,230	40,030	40,640
Pensioners and Dependants	25,608	26,622	27,599
Deferred Pensioners	26,030	27,240	30,327



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## PENSION FUND ACCOUNTS EXPLANATORY FOREWORD

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### Employers' Contributions

Employers pay pension contributions into the Fund. The contribution rates payable by the County, Unitary and District Councils expressed as a percentage of pensionable payroll and fixed cash amounts are:

Council	2016-17	2017-18
Derbyshire County	13.5% plus £15.079m	14.5% plus £15.230m
Derby City	12.5% plus £6.776m	13.5% plus £6.844m
Amber Valley Borough	13.0% plus £1.026m	14.0% plus £1.036m
District of Bolsover	12.9% plus £0.934m	13.9% plus £0.943m
Chesterfield Borough	13.2% plus £1.932m	14.2% plus £1.951m
Derbyshire Dales	12.6% plus £0.626m	13.6% plus £0.632m
Erewash Borough	12.1% plus £1.092m	13.1% plus £1.103m
High Peak Borough	12.4% plus £1.779m	12.4% plus £1.797m
North East Derbyshire	12.7% plus £1.482m	13.7% plus £1.497m
South Derbyshire	12.8% plus £0.658m	13.8% plus £0.665m

The percentage rates determined by the Actuary in the valuation of the Fund at 31 March 2013, for 2014-15 onwards and at 31 March 2016, for 2017-18 onwards, are intended to cover the cost of future service of active Fund members, with the past service deficit being identified as a fixed cash amount.

### Members' Contributions

For 2016-17 the contribution rates payable by members into the Fund are determined by The Local Government Pension Scheme 2013 Regulations. The rates are between 5.5% and 12.5% of members' pay, including non-contractual overtime, depending on their pay banding.

### Investment Policy

During 2016-17 responsibility for policy matters rested with a Pensions and Investments Committee of eight County Councillors, two Derby City Councillors and two Trade Union representatives attending as non-voting members. The Pensions and Investments Committee received advice from the Director of Finance and ICT and from one independent external adviser.

Day-to-day management of the Fund is delegated to the Director of Finance and ICT and his in-house staff, operating within a policy framework laid down by the Committee.

## PENSION FUND ACCOUNTS EXPLANATORY FOREWORD

Policy is determined by reference to The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016, which require that advice is taken at regular intervals and place an onus on administering authorities to determine the balance of their investments and take account of risk.

The Fund has a central benchmark asset allocation which is designed to meet the performance requirements for the level of risk agreed by the Pensions and Investments Committee. The Pensions and Investments Committee has a degree of flexibility around the central benchmark allocation and decides the specific allocations (weights) for each asset class at its quarterly meetings. In the table below, the column showing the benchmark return is what would have been achieved via neutrally weighted index returns, whereas the actual Fund returns are a function of both active asset allocation and active stock selection decisions.

The table below shows the Fund's returns over 1, 3, 5 and 10 years to 31 March 2017, compared to those of its specific benchmark, as well as the impact of inflation on Fund returns.

Periods to 31 Mar 2017	Return		Inflation		Fund Real Return	
	Derbyshire Fund	Benchmark	CPI	RPI	Versus CPI Inflation	Versus RPI Inflation
	% pa	% pa	%	%	%	%
1 Year	21.1	20.3	2.3	3.1	18.8	17.2
3 Years	10.7	10.3	0.9	1.9	9.8	8.4
5 Years	10.4	10.0	1.5	2.7	8.9	7.3
10 Years	7.2	6.7	2.3	2.8	4.9	3.9

On a year by year basis, returns tend to fluctuate significantly according to economic and market conditions. Long-term returns are a more appropriate guide to the performance of the Fund.

The Fund outperformed its benchmark over the one, three, five and ten year periods. It is important to note that the Fund returns over each of the periods were comfortably ahead of inflation, delivering real returns over these periods. Asset returns overall in the period were well above long term averages.

In the twelve months to March 2017 equity returns to Sterling investors were extremely strong, ranging from 22.0% in the UK to 36.8% in the Asia Pacific, with political events being the dominant driver. Equity returns were particularly strong following the EU Referendum, as the value of Sterling fell sharply against both the US Dollar (down 14.7% since the EU Referendum) and the Euro (down 9.5% since the EU Referendum). Equity returns were further boosted on expectations of higher economic growth and lighter regulations in the United States of America, following the outcome of the US Presidential Elections in November 2016.

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## **PENSION FUND ACCOUNTS**

### **EXPLANATORY FOREWORD**

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Bond returns were also positive in the period, with UK Gilts returning 6.6%, UK Index-Linked Bonds returning 19.9% and Corporate Bonds returning 11.0%. Following a very strong performance in the first half of 2016, bond returns weakened in the second half of the year, in response to resilient economic data and higher inflation expectations. Increasing scepticism about the ability to reflate the US economy led to renewed strength in bond markets in the first quarter of 2017. Property returned 4.1% in 2016-17 as the boost from falling yields appeared to come to an end and the focus turned to rental growth. The commercial property market was also impacted by increased economic uncertainty following the EU Referendum and weakening demand for retail property.

#### **Actuarial Position of the Fund**

Every three years an actuarial valuation of the Fund is undertaken in accordance with the provisions of The Local Government Pension Scheme Regulations 2013. The purpose of the valuation is to determine the solvency of the Fund and to set the level of contributions payable by each participating employer for the following three years. A valuation of the Fund was undertaken as at 31 March 2016 to set the level of employer contributions for the three years commencing 1 April 2017.

At 31 March 2016 the Net Assets of the Fund were £3.672bn and the Past Service Liabilities were £4.236bn. The Fund's deficit of £0.564bn is being recovered in accordance with its Funding Strategy Statement, which is available on the Council's website at [www.derbyshire.gov.uk/working\\_for\\_us/pensions/investments/funding\\_strategy](http://www.derbyshire.gov.uk/working_for_us/pensions/investments/funding_strategy).

The funding level is the Fund's ratio of assets to liabilities at the valuation date. The funding level at the 2016 valuation was 86.7%, an improvement on the funding level at the 2013 valuation of 82.5%.

A number of factors, both positive and negative, have impacted on the funding level. The overall funding level has improved because the market value of the Fund's assets has increased by more than the increase in the cash value of the Fund's past service liabilities. Actual investment returns were approximately 4% greater than the expected three-year return assumed in the 2013 actuarial valuation, improving the funding level. The overall impact of demographic experience has also improved the funding level but this has been off-set by changes in financial assumptions which have worsened it, including a decrease in the real discount rate between 2013 and 2016.

The valuation was undertaken using a market value approach. The assets were valued at their market value with market related discount rates used as the basis for determining the present value of the liabilities. Assumptions used are detailed in the following table.

## PENSION FUND ACCOUNTS EXPLANATORY FOREWORD

	Assumption
Asset Out-Performance*	1.80%
Discount Rate (Pre Retirement)	4.00%
Discount Rate (Post Retirement)	4.00%
CPI Price Inflation	2.10%
Real Earnings Inflation (Over CPI Inflation)	0.60%
Salary Increases**	2.70%
Pension Increases (except pre 88 GMP***)	2.10%
Revaluation of deferred pension	2.10%

\* Asset Out-Performance assumptions represent the expected out-performance of investment returns relative to gilts.

\*\* An allowance is also made for promotional pay increases.

\*\*\* The Guaranteed Minimum Pension (GMP) is the minimum pension which a United Kingdom occupational pension scheme has to provide for those employees who were contracted out of the State Earnings-Related Pension Scheme (SERPS) between 6 April 1978 and 5 April 1997. Different rules applied to GMP annual inflation-linked increases in two distinct periods; 1978 to 1988 and 1988 to 1997. This means that GMP can rise at different rates depending on when a pension entitlement is built up. For service before 1988 there is no duty on a scheme to provide inflation-linked increases, whilst for service between 1988 and 1997 a scheme has to provide inflation-linked increases up to a cap of 3 per cent.

The contribution rates required have been determined using a “risk based” approach. The level of contribution rate to give an appropriate likelihood of meeting an employer’s funding target (usually a 100% funding level), within the agreed timeframe, is determined for each employer. The full rate of an employer’s contribution provides for the cost of year-by-year accrual of benefits in respect of current Fund members and the amount required to meet a shortfall in respect of the assets required for pensions in payment (including those payable to survivors of former members) and benefits accrued by other members, which will become payable in the future (known as a past service deficiency).

### Further Information

Derbyshire Pension Fund’s Investment Strategy Statement, Funding Strategy Statement, Actuarial Valuation Report, Governance Compliance Statement, Communications Policy Statement and Annual Report are available on Derbyshire County Council’s website at [www.derbyshire.gov.uk/pensions](http://www.derbyshire.gov.uk/pensions).

# PENSION FUND ACCOUNTS

## FUND ACCOUNT

### FUND ACCOUNT

2015-16 £m		Note	2016-17 £m
	<b>Dealings with Members, Employers and Others Directly Involved in the Fund</b>		
152.029	Contributions	7,24	157.030
2.507	Transfers in from Other Pension Funds	8	7.160
154.536			164.190
(139.622)	Benefits	9,24	(145.892)
(6.504)	Payments to and on Account of Leavers	10	(6.897)
(146.126)			(152.789)
<b>8.410</b>	<b>Net Additions from Dealings with Members, Employers and Others Directly Involved in the Fund</b>		<b>11.401</b>
(17.153)	Management Expenses	11	(21.279)
<b>(8.743)</b>	<b>Net Withdrawals Including Fund Management Expenses</b>		<b>(9.878)</b>
	<b>Returns on Investments</b>		
80.347	Investment Income	12	84.331
(4.063)	Taxes on Income	13	0.401
(90.109)	Profits and Losses on Disposal of Investments and Changes in Value of Investments	14	725.894
<b>(13.825)</b>	<b>Net Return on Investments</b>		<b>810.626</b>
<b>(22.568)</b>	<b>Net (Decrease)/Increase in the Net Assets Available for Benefits During the Year</b>		<b>800.748</b>
3,694.389	Opening Net Assets of the Fund		3,671.821
<b>3,671.821</b>	<b>Closing Net Assets of the Fund</b>		<b>4,472.569</b>

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## PENSION FUND ACCOUNTS

### NET ASSETS STATEMENT

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#### NET ASSETS STATEMENT

31 Mar 2016			31 Mar 2017
£m		Note	£m
3,667.397	Investment Assets	14-16	4,469.137
(1.567)	Investment Liabilities	14-16	(4.960)
11.149	Current Assets	18	13.959
(5.158)	Current Liabilities	19	(5.567)
<b>3,671.821</b>	<b>Net Assets of the Scheme Available to Fund Benefits at the Period End</b>		<b>4,472.569</b>

The accounts summarise the transactions of the Fund and deal with the net assets at the disposal of the Pensions and Investments Committee. They do not take account of obligations to pay pensions and benefits which fall due after the end of the Fund year. The actuarial present value of promised retirement benefits is disclosed in Note 23 of these accounts.

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## **PENSION FUND ACCOUNTS**

### **NOTES TO THE PENSION FUND ACCOUNTS**

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Derbyshire Pension Fund (“the Fund”) is administered by Derbyshire County Council and is governed by regulations made under The Superannuation Act 1972 and The Public Service Pensions Act 2013. The Fund is administered in accordance with the following secondary legislation:

- The Local Government Pension Scheme Regulations 2013 (as amended)
- The Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended)
- The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016.

The Fund is a funded defined benefit scheme, administered locally by the Council on behalf of its own employees (except teachers, former NHS employees and new employees working in Public Health, for whom separate pension arrangements apply), Unitary and District Council employees within Derbyshire and employees of other bodies who are specifically authorised by the Regulations. On 1 April 2014, the Fund, which had previously been a final salary scheme, became a Career Average Revalued Earnings (CARE) scheme.

#### **1. Basis of preparation**

The accounts have been prepared in accordance with the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2016-17 (“the Code”), which is based upon International Financial Reporting Standards (IFRS), which require the Fund’s accounts to comply with IAS 26 Accounting and Reporting by Retirement Benefit Plans, subject to the interpretations and adaptations for the Public Sector detailed in the Code and the Statement of Recommended Practice 2015 (“SORP”): Financial Reports of Pension Schemes insofar as it is relevant.

The accounts summarise the transactions of the Fund and deal with the net assets at the disposal of the Pensions and Investments Committee. They do not take account of obligations to pay pensions and benefits which fall due after the end of the Fund year. The actuarial present value of promised retirement benefits is disclosed in Note 23 of these accounts.

The amount of separately invested Additional Voluntary Contributions (“AVCs”) paid by members during the year and their value at the net assets statement date are not included in the Pension Fund financial statements in accordance with Regulation 4 (1)(b) of The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016.

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## **PENSION FUND ACCOUNTS**

### **NOTES TO THE PENSION FUND ACCOUNTS**

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## **2. Accounting policies**

### **Contributions**

Employee contributions are accounted for when deducted from members' pay. Employer normal contributions are accounted for in the period to which the corresponding pay relates. Other employer contributions are accounted for in accordance with the agreement under which they are paid, or in the absence of an agreement, on a cash basis.

### **Benefits**

Benefits and payments to leavers are accounted for in the period they fall due for payment. Where a member has a choice about the form of their benefit, the benefit is accounted for and the liability is recognised when the member notifies the Council of their decision as to what form of benefit they will take. Where a member has no choice about the form of benefit, the benefit is accounted for in the period of leaving/retirement/death, being the period in which the liability to pay the benefit arises.

### **Transfers**

Where past service liabilities do not transfer between schemes until assets/liabilities have been transferred, transfers are accounted for on a cash basis. Where trustees have agreed to accept past service liabilities in advance of the transfer of funds, the transfer is accounted for in accordance with the terms of the agreement.

### **Management expenses**

Management expenses are accounted for on an accruals basis. They are analysed in accordance with CIPFA Guidance "Accounting for Local Government Pension Scheme Management Costs (2016)".

### **Investment income**

Dividends from quoted securities are accounted for when the securities are quoted ex-dividend. Rent is accounted for in accordance with the terms of the lease. Interest on cash and bonds is accrued on a daily basis. Income arising on the underlying investments of accumulation funds is accounted for within change in market value of investments.

### **Taxes on income**

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 suffers withholding tax in the country of origin, unless exemption is permitted. Irrecoverable taxation is accounted for as a fund expense as it arises.



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## **PENSION FUND ACCOUNTS**

### **NOTES TO THE PENSION FUND ACCOUNTS**

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#### **Foreign currency transactions**

Dividends, interest and purchases and sales of investments in foreign currencies are accounted for at the market exchange rate at the date of transaction. End of year market exchange rates are used to value overseas assets at the end of the accounting period. Exchange gains and losses relating to the translation of investments are accounted for as part of change in market value included in the Fund Account and those relating to current assets and liabilities are accounted for within the Fund Account under an appropriate heading.

#### **Cash and cash equivalents**

Cash comprises cash in hand and on-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.

### **3. Basis of valuation**

Financial assets and liabilities are included in the net assets statement on a fair value basis as at the reporting date. A financial asset or liability is recognised in the net assets statement on the date the Fund becomes party to the contractual acquisition of the asset or liability. From this date any gains or losses arising from changes in the fair value of the asset or liability are recognised in the fund account.

The values of investments as shown in the net assets statement have been determined at fair value in accordance with the requirements of the Code and IFRS13 (Note 16).

### **4. Accounting Standards issued and not yet applied**

The CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2017-18 has been issued and includes the following accounting disclosure changes:

- Amendment to the reporting of pension scheme transaction costs to include the total amount of direct transaction costs of significant asset classes and to explain the nature of transaction costs. The additional disclosures recommended in the 2016-17 Code, which are required in the 2017-18 Code, have been included in Note 11.
- Amendment to the reporting of investment concentration which clarifies that any single investments exceeding 5% of the net assets available for benefits should be disclosed, rather than giving a choice between this and exceeding 5% of any class or type of security in the 2016-17 Code. The disclosure in Note 14 complies with the disclosure required by both the 2016-17 Code and the 2017-18 Code.

### **5. Critical judgements made in applying the accounting policies**

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

In applying the accounting policies in Note 2, it has not been necessary to make any critical judgements about complex transactions or in respect of uncertain future events.

#### 6. Assumptions made and other estimation uncertainty

There are no significant estimation techniques that have been employed and no other major sources of estimation uncertainty at the end of the reporting period.

#### 7. Contributions

	2015-16	2016-17
	£m	£m
<b>Employers</b>		
Normal	78.888	83.297
Deficit Funding	36.458	35.974
<b>Members</b>		
Normal	36.683	37.759
	<b>152.029</b>	<b>157.030</b>

Employers' contributions rates payable in 2015-16 and 2016-17 were set as part of the 2013 valuation which revealed an overall funding level of 82.5%.

#### 8. Transfers in from other pension funds

	2015-16	2016-17
	£m	£m
Group transfers in from other pension funds	1.462	-
Individual transfers in from other pension funds	1.045	7.160
	<b>2.507</b>	<b>7.160</b>

In 2015-16 group transfers in relates to £1.462m cash received in respect of the LGPS benefits of members of the Northamptonshire police force, following the transfer of a number of functions to the Derbyshire Police Force as part of the East Midlands Police Collaboration Programme. As part of the agreement between the forces, any deficits that arise in the Fund in relation to these group transfers are to be recovered from the respective forces over a seven year period. Payments to the Fund can only be made by the Derbyshire force as a participating employer. Given this, a legal agreement has been drawn up to allow deficit recovery payments from each of the ceding police forces to be made to the Derbyshire force, which in turn will pay the deficit recovery amounts to the Fund.

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

### 9. Benefits

	2015-16	2016-17
	£m	£m
Pensions	109.528	113.127
Commutation of pensions and lump sum retirement benefits	26.628	28.834
Lump sum death benefits	3.466	3.931
	<b>139.622</b>	<b>145.892</b>

### 10. Payments to and on account of leavers

	2015-16	2016-17
	£m	£m
Refund of contributions to members leaving the Fund	0.301	0.709
Group transfers out to other pension funds	0.483	0.217
Individual transfers out to other pension funds	5.720	5.971
	<b>6.504</b>	<b>6.897</b>

The Single Fraud Investigation Service (SFIS) is a partnership between the Department for Work and Pensions, HMRC and local authorities. Group transfers out in 2016-17 relates to the transfer of members who are past and present employees of Bolsover District Council to SFIS. Following the finalisation of transfer regulations, £0.217m was paid in cash from the Fund to SFIS in respect of their share of the Fund's assets. All liabilities in relation to these members have also transferred to LPFA.

The London Pensions Fund Authority (LPFA) acts, under new arrangements, as the LGPS administering body for the Valuation Tribunal Service. Group transfers out in 2015-16 relates to the resulting transfer of all members who are past and present employees of the Valuation Tribunal Service to LPFA. Following the finalisation of transfer regulations, £0.483m was paid in cash from the Fund to LPFA in respect of the Trust's share of the Fund's assets. All liabilities in relation to the Trust have also transferred to LPFA.

### 11. Management expenses

Management expenses are analysed in accordance with CIPFA Guidance "Accounting for Local Government Pension Scheme Management Costs (2016)".

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

	2015-16	2016-17
	£m	£m
Investment management expenses	15.272	18.898
Administrative costs	1.450	1.547
Oversight and governance costs	0.431	0.834
	<b>17.153</b>	<b>21.279</b>

Oversight and governance costs increased by £0.403m, to £0.834m in 2016-17, mainly as a result of an increase in legal fees in relation to the Fund's direct property investments and because for the first time in 2016-17, fees have been recharged to the Fund in respect of the development of LGPS Central.

Investment management expenses are analysed below:

	2015-16	2016-17
	£m	£m
Fund value based management fees	12.857	16.422
In house management fees	0.659	0.740
Transaction costs	1.723	1.697
Custody fees	0.033	0.039
	<b>15.272</b>	<b>18.898</b>

Fund value based management fees increased by £3.565m, to £16.422m in 2016-17, reflecting an increase in the value of underlying investments and a shift in the Fund's asset mix to above average cost alternative investments, following a revision to the Fund's approved Asset Allocation, which increased the proportion of the Fund's investments required to be invested in private equity, infrastructure and indirect property investments. Fund value based management fees expressed as a proportion of investment assets increased from 0.35% in 2015-16 to 0.37% in 2016-17.

Transaction costs relate to the following asset classes:

	2015-16	2016-17
	£m	£m
Equities	1.688	1.672
Bonds	0.035	0.025
	<b>1.723</b>	<b>1.697</b>

Transaction costs are incremental costs that are directly attributable to the

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

acquisition or disposal of an investment financial asset or liability. An incremental cost is one that would not have been incurred if the scheme had not acquired or disposed of the financial instrument. Transaction costs include fees and commissions paid to agents, advisers, brokers and dealers, levies by regulatory agencies and securities exchanges and transfer taxes and duties.

Directly held investment properties are not financial assets and transaction costs in respect of them are capitalised into their initial cost, rather than expensed.

Direct transaction costs do not include debt premiums or discounts, financing costs or internal administration or handling costs.

Costs are incurred indirectly by the Fund on sales and purchases of pooled investment vehicles through the difference between the highest price a buyer of a security or other asset is willing to pay and the lowest price a seller is willing to offer (bid-offer spread). Such costs are not separately identifiable but are reflected in the cost of these investment purchases and in the proceeds from their sale (Note 14).

## 12. Investment income

	<b>Restated 2015-16</b>	<b>2016-17</b>
	<b>£m</b>	<b>£m</b>
Income from equities	59.894	60.081
Income from bonds	10.678	9.770
Net rents from properties	6.574	8.005
Income from pooled investment vehicles	2.583	5.750
Interest on cash deposits	0.618	0.725
	<b>80.347</b>	<b>84.331</b>

Rents from properties include £0.082m of property income (2015-16, net of £0.057m property expenses). The income or expense each year is the net of property management expenses recovered by service charges to tenants and irrecoverable property management expenses, for instance, rates on vacant properties.

Investment income in 2015-16 has been restated in accordance with the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2016-17, to combine interest from fixed interest securities and income from index-linked securities as income from bonds.

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

### 13. Taxes on income

	2015-16	2016-17
	£m	£m
Irrecoverable taxation payable/(receivable)	4.063	(0.401)

Taxes on income have decreased by £4.464m, from a charge of £4.063m in 2015-16 to a credit of £0.401m in 2016-17, mainly as a result of a change in the way UK dividends are reported and accounted for from 6 April 2016. Dividends paid by UK companies before 6 April 2016 were reported as though a notional 10% tax charge had been applied, which was one-ninth of the dividend. These were recorded gross in the financial statements with the notional tax recorded separately. From 6 April 2016 there are no notional tax charges for UK dividends, reducing reported taxes on income in 2016-17. The tax credit relates to reclaimed withholding taxes in respect of overseas investment income which are recoverable by the Fund.

### 14. Investment assets and liabilities

	Restated Value at 1 Apr 2016	Purchases & hedging payments	Sales & hedging receipts	Profits & losses on disposal of investments & changes in value of investments	Value at 31 Mar 2017
	£m	£m	£m	£m	£m
<b>Investment assets</b>					
Equities	1,748.701	456.125	(568.705)	420.814	2,056.935
Bonds	500.869	68.718	(82.072)	41.970	529.485
Pooled investment vehicles	1,098.111	245.543	(164.547)	268.318	1,447.425
Properties	134.950	20.943	-	5.307	161.200
Currency hedging contracts	1.473	288.747	(279.592)	(10.515)	0.113
	3,484.104	1,080.076	(1,094.916)	725.894	4,195.158
Cash deposits & short term loans	168.602			-	253.586
Other investment balances	14.691			-	20.393
	3,667.397			725.894	4,469.137
<b>Investment liabilities</b>					
Other investment balances	(1.567)			-	(4.960)
	(1.567)			-	(4.960)
	3,665.830			725.894	4,464.177

Investment assets at 1 April 2016 have been restated in accordance with the

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## **PENSION FUND ACCOUNTS**

### **NOTES TO THE PENSION FUND ACCOUNTS**

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CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2016-17, to combine fixed interest securities and index-linked securities as bonds.

The total of profits and losses on disposal of investments and changes in value of investment assets and investment liabilities has increased the Fund's value by £725.894m during 2016-17 (2015-16, £90.109m decrease). This total includes all increases and decreases in the market value of investments held at any time during the year and profits and losses realised on sales of investments during the year.

At 31 March 2017 the value of the Fund's investment in the UBS Life Europe Ex-UK Equity Tracker Fund was £458.447m, representing 10.3% (2016, £329.079m, 9.0%) of the total value of the Fund's net assets available for benefits. This holding is categorised as an in-house investment, which is consistent with the categorisation of existing pooled investment vehicles held as stock selection decisions.

Currency hedging receipts and payments represent the transactions settled during the year on currency hedging contracts. The Fund's objective is to decrease risk in the portfolio by entering into forward contracts to match a proportion of assets that are already held in the portfolio without disturbing the underlying assets. At the year end, there was one currency hedging contract, with less than six months to expiry, with a gross contract value of £77.806m (2016, two contracts, with less than six months to expiry, with a gross contract value of £66.360m).

Investment assets are further analysed below:

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	Restated 31 Mar 2016	31 Mar 2017
	£m	£m
<b>Equities</b>		
UK quoted	1,160.674	1,312.896
Overseas quoted	588.027	744.039
	<b>1,748.701</b>	<b>2,056.935</b>
<b>Bonds</b>		
UK quoted	426.954	451.757
Overseas quoted	73.915	77.728
	<b>500.869</b>	<b>529.485</b>
<b>Pooled Investment Vehicles</b>		
Property – unquoted	89.354	94.393
Property - quoted	18.278	22.896
Other quoted	747.555	967.809
Other unquoted	242.924	362.327
	<b>1,098.111</b>	<b>1,447.425</b>
<b>Properties</b>		
UK freehold	89.400	114.950
UK leasehold	45.550	46.250
	<b>134.950</b>	<b>161.200</b>
<b>Cash deposits and short term loans</b>		
Sterling cash deposits	24.152	24.574
Money market funds	35.000	39.000
Other Sterling short term loans	101.000	177.400
Foreign currency	8.450	12.612
	<b>168.602</b>	<b>253.586</b>

The proportion of the market value of net investment assets managed in-house and by each external manager at the year end is set out below. The analysis at 31 March 2016 has been restated to separately disclose Colliers Capital Holdings Ltd, who were appointed in 2015-16 to directly manage the Fund's property investments. Pooled investment vehicles held as stock selection decisions are included under 'in-house'.



# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	Restated 31 Mar 2016		31 Mar 2017	
	£m	%	£m	%
In-house	3,107.967	84.8	3,782.658	84.7
Wellington Management International Ltd	421.421	11.5	518.243	11.6
Colliers Capital Holdings Ltd	136.442	3.7	163.276	3.7
	<b>3,665.830</b>	<b>100.0</b>	<b>4,464.177</b>	<b>100.0</b>

All fund managers operating the pooled investment vehicles are registered in the United Kingdom except for:

<b>Fund</b>	<b>Country of registration of fund manager</b>
Aberdeen Global Japan Smaller Companies Fund	Luxembourg
AMP Capital Infrastructure Debt Fund III	Luxembourg
Barings Global Private Loan Fund I	Luxembourg
Barings Global Private Loan Fund II	Luxembourg
Daiwa SBI – Japan Equity Fundamental Active	Luxembourg
Fidelity Eurozone Select Real Estate Fund	Luxembourg
Invesco Real Estate Europe Fund	Luxembourg
J P Morgan Funds Latin American Equity Fund	Luxembourg
Polunin Emerging Markets Developing Countries Fund	Luxembourg
Baring Australia Fund	Republic of Ireland
FPP Global Emerging Markets Fund	Republic of Ireland
JO Hambro Capital Management Japan Fund	Republic of Ireland
Legg Mason Martin Currie Greater China Fund	Republic of Ireland
Montanaro UK Smaller Companies Fund	Republic of Ireland
Saracen UK Alpha Fund	Republic of Ireland
Baird Capital Partners Europe Fund	Channel Islands
Foresight Solar	Channel Islands
Granville PE Managers	Channel Islands
HICL Infrastructure Company Limited	Channel Islands
International Public Partnerships Limited	Channel Islands
Macquarie European Infrastructure Fund 5 (MEIF 5)	Channel Islands
MEIF 5 Co Investment Fund	Channel Islands
Partners Group – Global Value 2008 Fund	Channel Islands
The Renewables Infrastructure Group Limited	Channel Islands

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

#### 15. Fund investments by geographical sector (at market value)

	31 Mar 2016		31 Mar 2017	
	£m	%	£m	%
UK	2,280.967	62.2	2,610.110	58.5
N America	491.596	13.4	611.270	13.7
Europe	345.243	9.4	521.640	11.7
Asia and other	548.024	15.0	721.157	16.1
	<b>3,665.830</b>	<b>100.0</b>	<b>4,464.177</b>	<b>100.0</b>

UK investments increased by £329.143m between 31 March 2016 and 31 March 2017 but fell as a proportion of the total investment portfolio, from 62.2% to 58.5%, principally reflecting agreed reductions to UK Equities in the Fund's Asset Allocation. The increase in the proportion of European investments, from 9.4% to 11.7%, reflects a combination of new investments in the European sector in Multi-Asset Credit and relatively stronger market performance in this geographical sector. The increase in the proportion of Asia and other investments largely reflects particularly strong equity returns across the Asia Pacific and Emerging Market regions during 2016-17.

#### 16. Fair value – Basis of valuation

The basis of valuation of each class of financial investment asset and liability is set out below. There has been no change in the valuation techniques used during the year. All investment assets and liabilities have been valued using fair value techniques as follows:

- Market quoted investments, where there is a readily available market price, are valued at the bid market price on the final day of the accounting period.
- Quoted bonds are valued at net market value excluding accrued income.
- Pooled investment vehicles are included at closing bid price for funds with bid/offer spreads, or if single priced, at the closing price. For unquoted pooled investment vehicles this is at the price advised by the fund manager.
- Unquoted investments are valued at fair value, at the price or net asset value advised by the fund manager, or for private equity investments, based on the Fund's share of net assets at the year end, using the latest financial information available from the respective fund managers, adjusted for drawdowns and distributions to the final day of the accounting period, if the latest financial information is not produced to that date.
- Property is included at market value on the final day of the accounting period, determined in accordance with the Royal Institution of Chartered Surveyors' Valuation Standards. The property portfolio was independently valued by Savills, Property Advisers.

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

- Fair value for investment property is calculated using the investment method of valuation, the premise of which is that all current and future income streams are capitalised at a rate or rates compared against yields achieved in market investment transactions and adjusted for individual characteristics of the subject property, based on valuer's opinions, wholly derived from observable prices achieved in market transactions.
- Forward foreign exchange contracts are valued by determining the gain or loss that would arise from closing out the contract at the reporting date by entering into an equal and opposite contract on that date.

Financial investment assets and liabilities valued using fair value techniques have been classified into the three levels of what is known as a fair value hierarchy. The hierarchy is ordered according to the quality and reliability of information used to determine recurring fair values, with Level 1 being of the highest quality and reliability.

Level 1 – Assets and liabilities assigned to Level 1 in the fair value hierarchy are those derived from unadjusted quoted prices in active markets for identical assets or liabilities. The Fund's investments classified as Level 1 are quoted UK and Overseas Equities and quoted UK and Overseas Bonds issued by governments.

Level 2 – Assets and liabilities assigned to Level 2 in the fair value hierarchy are those where quoted market prices are not available, for instance in a market that is not considered to be active, or where observable valuation techniques are used to determine fair value. The Fund's investments classified as Level 2 are quoted Pooled Investment Vehicles and Currency Hedging Contracts.

Level 3 – Assets and liabilities assigned to Level 3 in the fair value hierarchy are those where at least one input which could have a significant effect on an instrument's valuation is not based on observable market data. The Fund's investments classified as Level 3 are unquoted Pooled Investment Vehicles and Properties.

The Fund's fair value hierarchy of investment financial assets, loans and receivables and financial liabilities is as follows:

	31 Mar 2016	31 Mar 2017
	£m	£m
<b>Financial Assets</b>		
<b>Level 1</b>		
UK quoted equities	1,160.674	1,312.896
Overseas quoted equities	588.027	744.039
UK quoted bonds	426.954	451.757
Overseas quoted bonds	73.915	77.728
	<b>2,249.570</b>	<b>2,586.420</b>

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	31 Mar 2016	31 Mar 2017
	£m	£m
<b>Level 2</b>		
Property - quoted pooled investment vehicles	18.278	22.896
Other quoted pooled investment vehicles	747.555	967.809
Currency hedging contracts	1.473	0.113
	<b>767.306</b>	<b>990.818</b>
<b>Level 3</b>		
Property – unquoted pooled investment vehicles	89.354	94.393
Other unquoted pooled investment vehicles	242.924	362.327
UK freehold properties	89.400	114.950
UK leasehold properties	45.550	46.250
	<b>467.228</b>	<b>617.920</b>
<b>Loans and Receivables</b>		
Sterling cash deposits	24.152	24.574
Money market funds	35.000	39.000
Other Sterling short term loans	101.000	177.400
Foreign currency	8.450	12.612
Other investment balances	14.691	20.393
	<b>183.293</b>	<b>273.979</b>
<b>Financial Liabilities</b>		
Other investment balances	(1.567)	(4.960)
	<b>(1.567)</b>	<b>(4.960)</b>
	<b>3,665.830</b>	<b>4,464.177</b>

Below is a reconciliation of the movement in fair value measurements within Level 3 of the fair value hierarchy from the start to the end of 2016-17:

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

	Value at 1 Apr 2016	Purchases	Sales	Unrealised gains/ (losses)	Realised gains/ (losses)	Value at 31 Mar 2017
	£m	£m	£m	£m	£m	£m
<b>Financial Assets</b>						
<b>Level 3</b>						
<b>Pooled investment vehicles</b>						
Property – unquoted	89.354	4.858	(3.242)	3.259	0.164	94.393
Other unquoted	242.924	147.397	(56.124)	22.862	5.268	362.327
<b>Properties</b>						
UK freehold	89.400	20.903	-	4.647	-	114.950
UK leasehold	45.550	0.040	-	0.660	-	46.250
	<b>467.228</b>	<b>173.198</b>	<b>(59.366)</b>	<b>31.428</b>	<b>5.432</b>	<b>617.920</b>

Unrealised and realised gains and losses are recognised in the profit and losses on disposal of investments and changes in value of investments line of the fund account.

#### 17. Additional Voluntary Contributions

In accordance with Regulation 4(1)(b) of The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016, the Accounts do not include employees' Additional Voluntary Contributions ("AVCs"). The amounts involved are not material in relation to the size of the overall Pension Fund.

Members may make AVCs which are invested separately from the Fund's assets. These investments are specifically allocated to the provision of additional benefits for those members. These are money purchase arrangements where the member uses the invested amount to provide an additional lump sum or to purchase an annuity or buy additional benefits in the Local Government Pension Scheme. The total value of funds provided by these contributions was:

	31 Mar 2016	31 Mar 2017
	£m	£m
<b>Equitable Life Assurance Society</b>		
with profits fund	0.268	0.247
unit-linked funds	0.491	0.487
building society fund	0.008	-
Total Equitable Life Assurance Society	0.767	0.734

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	31 Mar 2016	31 Mar 2017
	£m	£m
<b>Standard Life</b>		
managed fund	0.629	0.747
multi asset managed fund	0.058	0.060
protection fund	0.045	0.072
ethical fund	0.086	0.098
with profits fund	0.263	0.285
Total Standard Life	1.081	1.262
<b>Prudential Assurance Company Ltd</b>		
deposit fund	2.878	3.036
with profits cash accumulation fund	1.497	2.380
cash fund	0.049	0.080
discretionary fund	0.317	0.526
fixed interest fund	0.076	0.093
global equity fund	0.129	0.261
index-linked fund	0.192	0.280
international equity fund	0.115	0.231
property fund	0.126	0.154
retirement protection fund	0.120	0.125
socially responsible fund	0.028	0.053
UK equity fund	0.094	0.138
UK equity (passive) fund	0.141	0.234
Total Prudential Assurance	5.762	7.591
<b>Clerical Medical</b>		
with profits fund	0.365	0.316
unit linked fund	0.050	0.051
Total Clerical Medical	0.415	0.367
<b>Total AVC Investments</b>	<b>8.025</b>	<b>9.954</b>
<b>Death in Service Cover</b>		
Equitable Life	0.142	0.142

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

Death in Service cover is payable by the AVC provider where an employee has opted to pay an extra life insurance sum. The Local Government Pension Scheme Regulations 2013 require the death grant payable for contributors to be three times their “final pay” (in the case of a part-time employee it is three times their actual pensionable pay). The Inland Revenue limit is four times “final pay”, so the maximum amount insurable is, therefore, restricted to an amount equivalent to one times “final pay” and in the case of a part-time contributor, their actual pensionable pay. “Final pay” is defined in the above Regulations.

	<b>Equitable</b>		<b>Standard</b>	<b>Clerical</b>	
	<b>Life</b>	<b>Prudential</b>	<b>Life</b>	<b>Medical</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>Value at 31 Mar 2016</b>	0.767	5.762	1.081	0.415	<b>8.025</b>
<b>Income</b>					
Contributions received	0.009	2.186	0.033	0.016	2.244
Interest and bonuses and change in market value	0.077	0.427	0.166	(0.023)	0.647
Transfers in	-	0.024	-	-	0.024
<b>Expenditure</b>					
Life assurance premiums	(0.001)	-	-	-	(0.001)
Retirement benefits	(0.117)	(0.808)	(0.018)	(0.017)	(0.960)
Transfers out and withdrawals	(0.001)	-	-	(0.024)	(0.025)
<b>Value at 31 Mar 2017</b>	<b>0.734</b>	<b>7.591</b>	<b>1.262</b>	<b>0.367</b>	<b>9.954</b>

#### 18. Current assets

	<b>31 Mar 2016</b>	<b>31 Mar 2017</b>
	<b>£m</b>	<b>£m</b>
Employers' contributions due	6.288	7.007
Employees' contributions due	1.675	1.842
Amounts owed by Derbyshire County Council	-	3.716
Sundry debtors	1.096	0.790
Cash balance	2.090	0.604
	<b>11.149</b>	<b>13.959</b>

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

Employers' and employees' contributions due at 31 March 2017 have been received since the year-end.

#### 19. Current liabilities

	31 Mar 2016	31 Mar 2017
	£m	£m
Unpaid benefits	2.086	2.568
Amounts owed to Derbyshire County Council	1.318	-
Sundry creditors	1.754	2.999
	<b>5.158</b>	<b>5.567</b>

#### 20. Related party transactions

Derbyshire County Council is the administering authority for the purposes of the Fund under The Local Government Pension Scheme Regulations 2013.

Included in management expenses in 2016-17 are charges from Derbyshire County Council of £2.252m (2015-16, £2.019m) for expenses incurred in respect of oversight and governance of the Fund, for Fund administration and for management of the Fund's in-house investments.

At 31 March 2017 the Council owed the Fund £3.716m (2016, the Fund owed the Council £1.318m).

It has not been possible to apportion, on a reasonable basis, the costs and benefits of key management personnel between the Council and the Fund. However, Members' Allowances and Officers' Remuneration are disclosed in Notes 35 and 36 of the Council's Statement of Accounts.

#### 21. Investment commitments

At the end of the financial year, investment commitments in respect of future payments were:

	31 Mar 2016	31 Mar 2017
	£m	£m
Unquoted investments	72.921	163.990
Other Sterling short-term loans	8.000	75.000
	<b>80.921</b>	<b>238.990</b>



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## **PENSION FUND ACCOUNTS**

### **NOTES TO THE PENSION FUND ACCOUNTS**

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Unquoted investments commitments are commitments to invest in Multi-Asset Credit, Private Equity, Infrastructure and Indirect Property investments, not yet drawn-down by the managers. A revision of the Fund's approved Asset Allocation in October 2015 increased the proportion of the Fund's investments required to be invested in Multi-Asset Credit, Private Equity, Infrastructure and Indirect Property investments from 5% to 14%.

This has resulted in an increase in the level of unquoted investment commitments which will be drawn-down over the next few years, as action is taken to increase their weightings.

The Other Sterling short-term loans commitments are commitments to make short-term investments at the year-end. There is no provision or creditor for these amounts in the financial statements as the legal obligation to pay was not fulfilled at

31 March 2017. These commitments will be met using funds received from the maturity of earlier investments and therefore have no impact on the financial position reported. There were ten such commitments at 31 March 2017 (2016, two), which were secured to take advantage of higher rates available at that time because of a cash shortage in the market.

## **22. Financial instruments**

Many requirements of the financial instruments standards (IAS 39, IAS 32 and IFRS 7), which govern the recognition, measurement, presentation and disclosure of financial instruments, are not applicable to the Fund's accounts, since all material financial instruments are carried in the net assets statement at fair value.

### **Nature and extent of risks arising from financial instruments**

Certain financial risks are a necessary and appropriate component of the investment strategy of the Fund in order for it to achieve the targeted long term rate of return assumed by the Fund Actuary. This rate of return is used in drawing up the Funding Strategy Statement and setting employer contribution rates.

The overall financial risk for the Fund is that its assets could be insufficient to meet its liabilities to pay benefits. At the financial instrument level, the Fund's key risks are:

- **Credit risk** – the risk of the Fund suffering loss due to another party defaulting on its financial obligations;
- **Liquidity risk** – the risk that funds might not be available to meet commitments because the Fund's assets are not readily marketable or easily turned into cash;

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## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

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- **Market risk** - the risk that the Fund's financial instruments may suffer an adverse change in value, which is common to an entire class of assets or liabilities.

Responsibility for Fund investments has been delegated to the Council's Pensions and Investments Committee. The Committee delegates day to day responsibility for the management of the Fund to the Director of Finance and appoints managers and advisers to manage investment risk on its behalf. The Fund's overall risk management procedures focus on the unpredictability of financial markets, and are structured to implement suitable controls to minimise these risks.

As required by the Fund's Statement of Investment Principles and from March 2017, its Funding Strategy Statement, the Fund is invested in accordance with strategic Asset Allocation Guidelines, to maximise returns within appropriate levels of risk, taking into account the Fund's liabilities and projected cash flows. These Asset Allocation Guidelines were approved by the Pensions and Investments Committee, following an external asset/liability study.

Economic background, market returns, asset allocation, investment activity, investment strategy and investment performance are monitored and reviewed by the Committee on a quarterly basis.

#### **Credit risk**

The Fund is primarily exposed to credit risk through its daily treasury management activities and through its forward currency contracts, which address the currency risk on overseas bonds. Credit risk on cash deposits and short term loans arises from deposits with banks, financial institutions and UK government and local authorities. Credit risk on forward currency contracts arises from contracts with large banks.

**Treasury activities** - The Fund places security of capital and liquidity ahead of investment return. Credit risk on treasury activities is minimised through the Fund's annual Treasury Management Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poor's Ratings Services and are approved counterparties on this basis. Investments with local authorities, the Government's Debt Management Office, UK Treasury Bills and Certificates of Deposit are also permissible. The Fund has agreed maximum loan durations and joint limits for each counterparty. The limits for financial institutions are based on the above credit assessment and are approved each year. The financial institutions' credit ratings and supplementary information are monitored throughout the year to ensure compliance with the policy.

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## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

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The Treasury Management Investment Strategy for 2016-17 was approved by the Full Council on 10 February 2016.

The Fund's maximum exposure to credit risk in relation to its treasury/cash deposit investments and operating cash in banks, building societies, money market funds and UK local authorities of £254.190m (2016, £170.692m) cannot be assessed generally, as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare, generally, for such entities to be unable to meet their commitments; the approach to risk assessment taken by the Fund makes this remote.

A risk of non-recovery applies to all of the Fund's deposits, but there was no evidence at 31 March 2017 that this was likely to occur. No breaches of the Fund's counterparty criteria occurred during the reporting period. At 31 March 2017 the Fund had £0.604m in its operational account with Lloyds Bank.

**Forward currency contracts** - Credit risk from forward currency contracts is minimised by limiting the extent of these contracts to managing the currency risk on overseas bonds, the value of which comprise 2% (2016, 2%) of investment assets at the year end and by selecting large banks as the counterparties. The forward currency contract at the year end was with Bank of New York Mellon.

The maximum credit risk exposure on forward currency contracts is the full amount of the foreign currency which the Fund pays when the settlement occurs, should the counterparty fail to pay the amount which it is committed to pay the Fund. At the year end, there was one currency hedging contract, with less than six months to expiry, with a gross contract value of £77.806m (2016, two contracts, with less than six months to expiry, with a gross contract value of £66.360m). The Fund does not expect any losses from non-performance by any of its counterparties in relation to this contract.

**Other financial assets** - Bonds mainly include investments in UK and US Government securities and certain corporate bond funds. The Fund does not expect any losses from non-performance by any of its counterparties in relation to these financial assets.

Market prices generally incorporate credit assessments into valuations and risk of loss is implicitly provided for in the carrying value of the financial assets as they are marked to market. The market value of financial assets represents the Fund's exposure to credit risk in relation to those assets.

The selection of high quality counterparties, brokers and financial institutions minimises credit risk that may occur during settlement of transactions.

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## **PENSION FUND ACCOUNTS**

### **NOTES TO THE PENSION FUND ACCOUNTS**

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#### **Liquidity risk**

The Fund is not yet mature and is cash flow positive each month in respect of its dealings with members. There is therefore no present requirement to realise assets in order to meet liabilities to pay benefits, as these are more than covered by contributions, and there is net cash available for investment. The Fund does, however, sell investments from time to time as part of normal investment management activities.

The majority of the Fund's investments are readily marketable and may be easily realised, if required. Emphasis is placed on treasury deposits of up to six months' duration to ensure that longer term investment strategy is not compromised by lack of liquidity. Listed equities may also be liquidated at short notice, normally three working days. Holdings of investments which may be less easy to realise are limited. Current Pensions and Investments Committee guidelines limit investments in property to 12%, multi asset credit to 6% and alternatives to 12%.

Sufficient funds are retained on instant access accounts to ensure that payment of benefits and the settlement of investment transactions can be made without the need to borrow.

The Fund manages its liquidity position using a comprehensive cash flow management system, as required by the CIPFA Code of Practice.

Maturity analysis for liabilities at the year end:

- There were no financial liabilities within the portfolio at the year end other than those that arose from the trading of investments. Such liabilities fall due within 12 months of the year end.
- There were no derivative financial liabilities held at the year-end in respect of currency hedging contracts (2016, none).

#### **Market risk**

The Fund is exposed to market risk because it is inherent in the investments the Fund makes. It can result from changes in such measures as interest and exchange rates and changes in prices due to factors other than these. This risk cannot be eliminated but it can be reduced.

The objective of market risk management is to manage and control market risk exposure to within acceptable parameters, whilst optimising the return on risk. Excessive volatility in market risk is managed through diversification. The risk reduction arises from the different investments not being perfectly correlated.

The Fund has applied diversification at various levels; that is, diversification between countries, asset classes, sectors and individual securities. Diversification

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## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

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reduces both the upside and downside potential and allows for more consistent performance under a wide range of economic conditions.

Risk of exposure to specific markets is limited by adhering to defined ranges within the asset allocation guidelines, which are monitored and reviewed by the Committee on a quarterly basis.

**Interest rate risk** – This risk primarily impacts on the valuation of the Fund's bond holdings and to a lesser degree the return it receives on cash held. A rise in interest rates would have the following effects:

- investments at variable rates – the interest income credited to the Fund Account would rise;
- investments at fixed rates – the fair value of the assets would fall.

The Fund has a number of strategies for managing interest rate risk. Interest rates are monitored during the year, by the Fund's in-house and external managers. Within the annual Treasury Management Strategy, maximum limits are set for fixed and variable interest rate exposure. During periods of falling interest rates, and where economic circumstances make it favourable, fixed rate investments may be taken for longer periods to secure better long term returns, subject to liquidity requirements.

**Other price risk** – Other price risk originates from factors specific to the individual instrument or to its issuer, or from factors affecting all instruments in the market.

The Fund manages price risk by holding fixed interest bonds, index-linked stocks and property and by holding a diversified equity portfolio spread geographically, across market sectors and across investments. Contracts specify the level of risk to be taken by the external Fund managers investing in overseas equities. These external managers are monitored by in-house managers.

A fund specific benchmark has been drawn up, which is designed to meet the Fund's performance requirements for the level of risk agreed by the Committee. Economic background, asset allocation, recent transactions, investment strategy and performance are monitored by the Committee on a quarterly basis.

The table below quantifies the level of price risk that the Fund's investment assets and liabilities at 31 March 2017 are potentially exposed to. Potential price changes are determined based on the observed historical volatility of asset class returns, for example, 'riskier' assets such as equities display greater potential volatility than bonds. The potential volatilities are consistent with a one standard deviation movement in the change in value of the assets over the last three years. The volatility shown for total investment assets and liabilities in both tables below incorporates the impact of correlation across asset classes, which dampens

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

volatility, therefore the value on increase/decrease figures of the asset classes will not sum to the total assets figure.

	Value at		Value	Value
	31 Mar 2017	Change	on increase	on decrease
	£m	%	£m	£m
<b>Underlying asset type</b>				
UK Government bonds	247.164	7.26	265.108	229.220
UK index-linked	204.593	8.83	222.659	186.527
UK corporate bonds	238.577	5.72	252.224	224.930
Overseas index-linked	64.116	14.11	73.163	55.069
Overseas bonds	80.395	3.90	83.530	77.260
UK equities	1,245.951	8.88	1,356.591	1,135.311
Overseas equities	1,681.517	10.41	1,856.563	1,506.471
Alternatives	154.356	6.05	163.695	145.017
Cash	253.586	0.47	254.778	252.394
Other investment balances	15.433	-	15.433	15.433
Properties (non-financial instruments)	278.489	6.83	297.510	259.468
<b>Total investment assets and liabilities</b>	<b>4,464.177</b>	<b>6.73</b>	<b>4,764.616</b>	<b>4,163.738</b>

**Currency risk** - The Fund is exposed to currency risk through its overseas equity shares, its overseas bonds and its foreign currency holdings. The Fund has a negative correlation to exchange rates, which means that the Fund will out-perform if Sterling weakens against the US Dollar and vice-versa.

The table below quantifies the level of currency risk that the Fund's overseas investment assets at 31 March 2017 are potentially exposed to. Currency risk on overseas public sector bonds is managed using forward currency contracts and overseas public sector bonds have therefore been excluded from the table. Potential aggregate currency exposure within the Fund at 31 March 2017 is determined using a currency "basket" based on the Fund's currency mix at that date. The weight of each currency multiplied by the change in its exchange rate relative to Sterling is summed to create the aggregate currency change of the basket. The outcomes are then applied to all unhedged overseas assets.

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

	Value at 31 Mar 2017	Change	Value on increase	Value on decrease
	£m	%	£m	£m
<b>Underlying asset type</b>				
Overseas equities	1,681.517	7.60	1,809.312	1,553.722
Overseas bonds	66.670	7.60	71.737	61.603
Overseas cash	12.612	9.25	13.779	11.445
<b>Overseas investment assets</b>	<b>1,760.799</b>	<b>7.60</b>	<b>1,894.620</b>	<b>1,626.978</b>

### 23. Actuarial Present Value of Promised Retirement Benefits

Below is an extract from the Report of the Actuary, showing the actuarial present value of the Fund's promised retirement benefits, required by the Code. If an actuarial valuation has not been prepared at the date of the financial statements, IAS26 requires the most recent valuation to be used as a base and the date of the valuation disclosed. The valuation is carried out using assumptions in line with IAS19 and not the Pension Fund's funding assumptions.

*"The promised retirement benefits at 31 March 2017 (2016) have been projected using a roll forward approximation from the latest formal funding valuation as at 31 March 2016 (2013). The approximation involved in the roll forward model means that the split of benefits between the three classes of member may not be reliable. However, I am satisfied that the total figure is a reasonable estimate of the actuarial present value of benefit promises. The figures below include both vested and non-vested benefits, although the latter is assumed to have a negligible value. Further, I have not made any allowance for unfunded benefits.*

	31 Mar 2016	31 Mar 2017
	£m	£m
Active members	2,859.000	2,922.000
Deferred members	716.000	1,169.000
Pensioners	1,505.000	2,025.000
<b>Present Value of Promised Retirement Benefits</b>	<b>5,080.000</b>	<b>6,116.000</b>

*It should be noted the above figures are appropriate for the Administering Authority only for the preparation of the Pension Fund accounts. They should not be used for any other purpose (i.e. comparing against liability measures on a funding basis or a cessation basis).*

## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

#### **Assumptions**

*The assumptions used are those adopted for the Administering Authority's IAS19 report and are different as at 31 March 2017 and 31 March 2016. I estimate that the impact of the change in financial assumptions to 31 March 2017 is to increase the actuarial present value by £1,070m. I estimate that the impact of the change in demographic and longevity assumptions is to decrease the actuarial present value by £82m.*

#### *Financial assumptions*

<b>Year ended (% p.a.)</b>	<b>31 Mar 2016</b>	<b>31 Mar 2017</b>
<i>Pension Increase Rate</i>	2.20%	2.40%
<i>Salary Increase Rate</i>	3.20%	2.90%
<i>Discount Rate</i>	3.50%	2.60%

#### *Longevity assumptions*

*Life expectancy is based on the Fund's VitaCurves with improvements in line with the CMI 2013 model, assuming the current rate of improvements has reached a peak and will converge to a long term rate of 1.25% p.a. Based on these assumptions, the average future life expectancies at age 65 are summarised below:*

	<b>Males</b>	<b>Females</b>
<i>Current Pensioners</i>	21.9 years	24.4 years
<i>Future Pensioners*</i>	23.9 years	26.5 years

*\*Future pensioners are assumed to be aged 45 at the most recent formal valuation as at 31 March 2016.*

*Please note that the longevity assumptions have changed since the previous IAS26 disclosure for the Fund.*

#### *Commutation assumptions*

*An allowance is included for future retirements to elect to take 50% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 75% of the maximum tax-free cash for post-April 2008 service.*

#### **Sensitivity Analysis**

*CIPFA guidance requires the disclosure of the sensitivity of the results to the methods and assumptions used. The sensitivities regarding the principal assumptions used to measure the liabilities are set out below:*



## PENSION FUND ACCOUNTS

### NOTES TO THE PENSION FUND ACCOUNTS

<b><i>Sensitivity to the assumptions for the year ended 31 Mar 2017</i></b>	<b><i>Approximate increase to liabilities %</i></b>	<b><i>Approximate monetary amount £m</i></b>
<i>0.5% p.a. increase in the Pension Increase Rate</i>	8%	471
<i>0.5% p.a. increase in the Salary Increase Rate</i>	3%	154
<i>0.5% p.a. decrease in the Real Discount Rate</i>	10%	638

*The principal demographic assumption is the longevity assumption. For sensitivity purposes, I estimate that a 1 year increase in life expectancy would approximately increase the liabilities by around 3-5%."*

*Geoff Nathan FFA*

*25 April 2017*

*For and on behalf of Hymans Robertson LLP*

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

### 24. Participating Employers

The participating employers with active members in the Fund are Derbyshire County Council (which is also the Administering Authority), Derby City Council (Unitary Authority) and 8 District Councils (which are Scheduled Bodies) and a further 104 Scheduled and 53 Admission Bodies. The Unitary and District Councils are listed in the foreword of this Annual Report. Other participating employers are listed on the following pages.

The contributions receivable and the benefits payable by the Fund during the year in respect of each type of participating employer were as follows:

	2015-16		2016-17	
	Benefits payable	Contributions receivable	Benefits payable	Contributions receivable
	£m	£m	£m	£m
Derbyshire County Council	65.391	66.832	71.072	68.747
Scheduled Bodies	69.693	81.235	69.380	84.141
Admission Bodies	4.538	3.962	5.440	4.142
	<b>139.622</b>	<b>152.029</b>	<b>145.892</b>	<b>157.030</b>

	Total contribution rate % of pensionable payroll	
	2016-17	2017-18
<b>Scheduled Bodies</b>		
Peak District National Park Authority	13.0 plus £0.217m	14.0 plus £0.219m
Chesterfield Crematorium	17.8 plus £0.028m	17.8 plus £0.028m
Derbyshire Police Authority	11.9 plus £1.422m	12.9 plus £1.436m
Derbyshire Fire & Rescue	12.2 plus £0.165m	13.2 plus £0.167m
Derby Homes Limited	12.4 plus £0.281m	13.4 plus £0.284m
Ryknedl Homes	15.0 plus £0.020m	16.4
University of Derby	11.7 plus £0.723m	12.7 plus £0.730m
Chesterfield College	12.9 plus £0.153m	13.9 plus £0.155m
Derby College	12.7 plus £0.428m	13.7 plus £0.432m
Landau Forte College	11.3 plus £0.003m	12.3 plus £0.003m
Akaal Academy Trust Derby	20.2	19.5
Allenton Primary	22.8 plus £0.025m	27.9
Al-Madinah School	20.0	20.0

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	Total contribution rate % of pensionable payroll	
	2016-17	2017-18
Bishop Lonsdale Church of England Primary School	20.8 plus £0.009m	25.8
Brimington Infant School - from 1 December 2016	-	18.9
Brimington Junior School - from 1 December 2016	-	18.3
Brookfield Academy	13.4 plus £0.072m	20.0
Cavendish Multi-Academy Trust - from 1 September 2016	-	19.3
Chellaston Academy	13.4 plus £0.052m	20.9
Christ Church Church of England Primary School - from 1 September 2016	-	21.5
City of Derby Academy	14.4 plus £0.042m	22.8
David Neiper Academy - from 1 September 2016	-	17.8
Derby Pride Academy	11.5 plus £0.005m	15.5
Dovedale Primary School (Willows Academy Trust)	19.6 plus £0.002m	20.9
Ecclesbourne Academy	15.2 plus £0.041m	22.6
English Martyrs Catholic Voluntary Academy	14.2 plus £0.010m	18.5
Grampian Primary Academy	13.3 plus £0.006m	19.2
Heanor Gate Science College	14.6 plus £0.059m	20.5
Holbrook Primary School - from 1 October 2016	-	22.4
Hope Valley College	14.1 plus £0.044m	23.3
Inkersall Primary School	20.2	20.2
Immaculate Conception Academy Trust	19.6 plus £0.004m	20.7
John Port Academy	13.7 plus £0.063m	20.4
John Flamsteed Community School - from 1 April 2016	-	20.2
Kirk Hallam Academy	13.0 plus £0.054m	18.4
Landau Forte Moorhead Academy	15.3 plus £0.015m	19.6
Leesbrook School	12.3 plus £0.079m	19.7
Merrill Academy	12.1 plus £0.043m	22.5
Newbold Church of England Primary School	16.1 plus £0.002m	17.3
Outwood Academy Newbold	20.2	20.2
Pennine Way Junior Academy	13.8 plus £0.012m	19.7
Queen Elizabeth's Grammar School Ashbourne Academy - to 1 April 2017	12.6 plus £0.073m	-
QEGS Multi-Academy Trust - from 1 April 2017	-	20.2
Redhill Primary School	14.7 plus £0.009m	20.7

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	Total contribution rate % of pensionable payroll	
	2016-17	2017-18
Sawley Infant School (Willows Academy Trust)	17.7 plus £0.009m	20.0
Sawley Junior School (Willows Academy Trust)	19.2 plus £0.003m	21.2
Shardlow Primary School (Willows Academy Trust)	21.1 plus £0.002m	23.3
Shirebrook Academy	13.9 plus £0.054m	20.4
St Benedict Voluntary Catholic Academy	13.7 plus £0.103m	22.0
St Edward's Catholic Academy - from 1 October 2016	-	20.0
St George's Voluntary Catholic Academy	12.8 plus £0.019m	20.1
St Giles Church of England Aided Primary School	20.2	20.3
St John Fisher Catholic Voluntary Academy	14.4 plus £0.010m	21.7
St John Houghton Catholic Voluntary Academy	13.6 plus £0.032m	20.6
St Joseph's Catholic Primary School (Matlock) - from 1 November 2016	-	20.0
St Joseph's Catholic Primary School Voluntary Academy	16.6 plus £0.002m	17.6
St Laurence Primary School	20.2	21.2
St Mary's Catholic High School Academy Trust	15.5 plus £0.046m	21.4
St Philip Howard Catholic Voluntary Academy	20.2	20.2
Staveley Netherthorpe School - to 1 September 2016	13.7 plus £0.035m	-
Swanwick Hall School - from 1 April 2016	-	20.2
The Bolsover Academy	14.2 plus £0.037m	20.9
The Long Eaton Academy	13.6 plus £0.057m	19.9
The Ormiston Ilkeston Enterprise Academy	13.3 plus £0.078m	23.7
The Ripley Academy	22.2 plus £0.019m	25.0
Turnditch Church of England Primary School	20.2	20.2
Walter Evans Primary School - from 1 April 2016	-	21.0
West Park Academy	15.3 plus £0.059m	21.2
William Gilbert Endowed (C of E) Primary School	20.2	21.2
Woodlands School	12.8 plus £0.051m	19.9
Wyndham Primary Academy (Boulton Primary School)	13.0 plus £0.011m	16.7
Town and Parish Councils - Group 1	22.8	23.8
Town and Parish Councils - Group 2	16.2	17.2

### Town and Parish Councils

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

Group 1	Group 2
Ashbourne Town Council	Alfreton Town Council
Belper Town Council	Breaston Parish Council
Clay Cross Parish Council	Bretby Parish Council
Dronfield Town Council	Burnaston Parish Council
Eckington Parish Council	Codnor Parish Council
Killamarsh Town Council	Darley Dale Town Council
Matlock Town Council	Elvaston Parish Council
New Mills Town Council	Glapwell Parish Council
Old Bolsover Town Council	Hatton Parish Council
Pinxton Parish Council	Heanor and Loscoe Town Council
Shirebrook Town Council	Heath and Holmewood Parish Council
Staveley Town Council	Kilburn Parish Council
Whaley Bridge Town Council	North Wingfield Parish Council
Whitwell Parish Council	Shardlow and Great Wilne Parish Council
Wirksworth Town Council	Stenson Fields Parish Council
	Tibshelf Parish Council
	Ticknall Parish Council
	Tupton Parish Council
	Wingerworth Parish Council
	Woodville Parish Council

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

The following Admission Bodies also participate:

	Total contribution rate % of pensionable payroll	
	2016-17	2017-18
4 Children - ceased 31 August 2016	15.5	-
7 Hills Leisure Trust	25.7	25.3
ABM Catering Ltd (Derby Moor School) - ceased 30 June 2016	26.9	-
ABM Catering Ltd (Gayton Primary School) - ceased 30 June 2016	14.4	-
Acclaim Housing Group Limited	16.4 plus £0.112m	28.1 plus £0.018m
Action for Children - from 1 September 2016	*	*
Active Nation	19.9 plus £0.002m	28.2 plus £0.002m
Arvato Government Services Ltd (Derbyshire Dales)	15.0	13.8
Arvato Government Services (Sefton) Ltd	23.9 plus £0.016m	14.5
Aspens Services Ltd	23.1	28.2 plus £0.001m
Balfour Beatty Power Networks Ltd	24.4	16.5
Engie	18.4	20.6
Barnados	19.4 plus £0.001m	21.1
Belper Leisure Centre Ltd	22.8 plus £0.021m	31.4
Brookwood	19.6	14.4
Catering Academy - from 1 December 2015	*	*
Chesterfield Care Group	19.3 plus £0.003m	25.2
Churchill Contractor Services	18.1	25.9
Clean Slate (UK) Ltd (City Schools)	22.8	22.8
Clean Slate (UK) Ltd (Pottery)	23.4	30.4 plus £0.001m
Compass Contract Services (UK) Ltd	10.3	10.3
Compass Services Ltd (DCC)	20.4	16.5
CSE Education - from 1 December 2016	*	*
DCS Cleaning Solutions - from 1 April 2016	-	20.3
Dell Corporation Ltd - ceased 31 October 2016	13.9	-
Derby County Community Trust	16.4	23.1
Derby Museums & Arts Trust	20.9	19.2
Derbyshire Building Control - from 30 March 2017	*	*
Derbyshire Coalition for Inclusive Living (DCIL)	26.7 plus £0.015m	26.7 plus £0.015m
Derbyshire Student Residences Ltd	21.6 plus £0.002m	25.8

# PENSION FUND ACCOUNTS

## NOTES TO THE PENSION FUND ACCOUNTS

	Total contribution rate % of pensionable payroll	
	2016-17	2017-18
Elior UK plc	27.0	32.7
Elite Cleaning and Environmental Services	36.9	32.8
EMH Homes	14.1 plus £0.139m	22.3 plus £0.161m
European Electronique Ltd	13.4	13.4
Futures Homescape Ltd	13.8 plus £0.057m	23.9 plus £0.103m
Initial Catering Services Ltd	22.8	20.2
Initial Facilities Management Ltd	26.2	7.1
Kier Ltd	22.9 plus £0.003m	13.8
Leisure Amber Valley BC	18.2	13.8
Leisure High Peak BC	13.1	1.4
Macintyre Care Ltd	2.0	2.0
Mellors Catering	31.5	25.7
Mitie Facilities Services Ltd	24.9	37.7
Northgate Information Solutions UK Ltd (South Derbys DC)	23.5	23.5
Norwest Holst Ltd (previously Vinci plc)	28.7	33.0
NSL Ltd	27.7	22.3
SIV Enterprises Ltd	4.6	4.6
Superclean Services Wothorpe Ltd (Fire)	11.2	11.2
Taylor Shaw - from 4 July 2016	-	34.7
Tramway Museum Society	24.0 plus £0.015m	24.0 plus £0.015m
Veolia (Amber Valley Refuse)	24.7	6.1
Veolia (Chesterfield Refuse)	26.5	17.5
Veolia Ltd (contract with High Peak BC)	-	5.3
Voluntary and Community Services Peaks and Dales - from 1 April 2016	-	33.3
Vinci Construction	19.2	18.8
Vinci Construction UK (Ashcroft & Portway)	25.6	31.7
Vinci plc (Ravensdale)	33.3	29.9

\* Rates not yet finalised

## **G Auditor's Opinion**

### **Independent auditor's report to the members of Derbyshire Pension Fund on the pension fund financial statements published with the Pension Fund Annual Report**

We have examined the pension fund financial statements for the year ended 31 March 2017 on pages 39 to 79.

#### **Respective responsibilities of the Director of Finance and the auditor**

As explained more fully in the Statement of the Director of Finance's Responsibilities in the annual published statement of accounts of Derbyshire County Council for the year ended 31 March 2017, the Director of Finance is responsible for the preparation of the pension fund financial statements in accordance with applicable law and the Code of Practice on Local Authority Accounting in the United Kingdom 2016/17. Our responsibility is to report to you our opinion on the consistency of the pension fund financial statements included in the Pension Fund Annual Report with the pension fund financial statements included in the annual published statement of accounts of Derbyshire County Council, and their compliance with applicable law and the Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

In addition, we read the information given in the Pension Fund Annual Report to identify material inconsistencies with the pension fund financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Our report on the administering authority's annual published statement of accounts describes the basis of our opinion on those financial statements.

#### **Opinion**

In our opinion, the pension fund financial statements are consistent with the pension fund financial statements included in the annual published statement of accounts of Derbyshire County Council for the year ended 31 March 2017 and comply with applicable law and the Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.





### **Matters on which we are required to report by exception**

The Code of Audit Practice for Local Government Bodies 2010 requires us to report to you if:

- the information given in the Pension Fund Annual Report for the financial year for which the financial statements are prepared is not consistent with the financial statements; or
- any matters relating to the pension fund have been reported in the public interest under section 8 of Audit Commission Act 1998 in the course of, or at the conclusion of, the audit.

We have nothing to report in respect of these matters

A handwritten signature in blue ink, appearing to read 'J. Cornett', followed by a horizontal line.

John Cornett

**for and on behalf of KPMG LLP, Appointed Auditor**

*Chartered Accountants*

St Nicholas House

31 Park Row

Nottingham

NG1 6FQ

29 September 2017

**Governance Policy Statement**

This document has been produced in accordance with the Local Government Pension Scheme (Amendment) (No. 2) Regulations 2005 which require an administering authority to consult on, prepare and publish by a stand-alone governance policy statement setting out its policy on the delegation of its pension fund functions to committees and officers together with the frequency of meetings, terms of reference and whether the Committee includes representatives of employing authorities or scheme members and if so whether those representatives have voting rights.

**Governance Policy Statement****1 Delegation of Functions**

Responsibility for the Council's statutory function as administering authority under the Local Government Pension Scheme Regulations and associated legislation under Sections 7, 12 and 24 of the Superannuation Act 1972 is delegated to the Derbyshire County Council (the "County Council") Pensions and Investment Committee in line with CIPFA Pensions Panel guidance on the Principles for Investment Decision Making in the LGPS in response to the Myners Review of Institutional Investment in the United Kingdom. The guidance states that 'Each administering authority should have a designated group of elected members appointed to a committee to whom responsibility for the management and administration of the pension fund has been assigned'.

The Pensions and Investment Committee is responsible for discharging the Council's statutory function as an employing authority and as the administering authority for the Derbyshire Pension Fund under the Superannuation Act 1972, the Local Government Pension Scheme Regulations and associated pensions legislation. In discharging these statutory functions the Committee's responsibilities include:-

- i Considering applications for admission body status to the Derbyshire Pension Scheme
- ii Management of the resolution of pension disputes in accordance with the Internal Dispute Resolutions Procedure, including the appointment of nominated persons.
- iii Formulating and reviewing policies under the discretionary payments legislation
- iv Appointing and reviewing the performance of the Pension Fund's actuary, additional voluntary contribution providers, external fund managers and independent investment advisers;

- v Formulation of the Fund's investment strategy in line with the Statement of Investment Principles, Funding Strategy Statement and Risk Strategy;
- vi Ensuring effective communications with Pension Scheme members and pensioners; and
- vii Approving and monitoring performance targets for the Pension Fund and complying with Regulations which require the Committee to take advice in determining the Fund's investment policy and making investment decisions.

Members of the Committee receive appropriate training throughout the year designed to assist them in performing their duties.

The Pensions and Investment Committee is required to carry out certain statutory functions on at least a quarterly basis - e.g. review investments, review transactions, review fund performance. The Committee timetable is designed to fit in with those requirements. Urgent matters are dealt with by the County Council's Director of Finance in consultation with the Chair of the Pensions and Investment Committee as required.

The minutes of the Pensions and Investment Committee are presented to meetings of the Full Council.

## **2 Frequency of Meetings**

The Pensions and Investment Committee meets eight times a year of which four meetings each are to consider pension administration matters and investment matters.

Meetings are open to the public except for exempt and confidential items as defined by the Local Government Act 1972.

## **3 Terms of Reference**

The duties and responsibilities of the Pensions and Investment Committee are within the Local Government Pension Scheme Regulations 1997 and Pensions Acts.

The Committee's terms of reference, insofar as they relate to the administering authority's role, include:

- administration of the LGPS in Derbyshire
- consideration of applications for admission body status
- appointment of actuary and additional voluntary contribution providers
- formulation and review of policies relating to discretions
- the appointment of persons to resolve disputes
- consideration of Stage 2 appeals under the dispute resolution procedures
- the formulation of a Funding Strategy Statement
- obligations on administrators of occupational pensions under the various Pension Acts.

## **4 Structure**

The Pensions and Investments Committee comprises eight Councillors representing the County Council and two Councillors representing Derby City Council.

The County Council members of the Committee reflect the political balance of the Council.

Two trades union representatives attend as non-voting members.

The County Council's Director of Finance and one independent investment adviser report to the Committee.

Members of the Committee receive appropriate training throughout the year designed to assist them in performing their duties.

All elected members of the administering authority have voting rights as a matter of course.

- The Local Government (Committee and Political Groups) Regulations 1990 SI No 1553 4(1)(g) states that voting rights will be given to a person appointed to a sub-committee or a committee established under the Superannuation Act 1972 who is a member of the authority which appointed the Committee.

Elected members representing other local authorities also have voting rights.

- The provisions of Section 13(3) and (4) of the Local Government and Housing Act 1989 allow an administering authority discretion as to whether or not a member of the Pensions and Investment Committee who is not a member of that authority is treated as a voting or non-voting member.

Accordingly the County Council has allowed co-opted members to have voting rights.

## **5 Operational Procedures**

As part of its duties, the Committee:

Determines investment policy  
Issues asset allocation guidelines  
Sets performance targets  
Monitors performance  
Issues voting guidelines

Within this framework, day-to-day management of the Fund's investments is delegated to the County Council's Director of Finance who is responsible for ensuring that the investment policy is carried out either by the County Council's Investment Section or by External Managers, as appropriate.

From time to time it is necessary for decisions resting with the Committee to be taken as a matter of urgency. These include decisions on the purchase or sale of direct

property or venture capital investments, and also corporate governance issues. Such decisions are taken by the County Council's Director of Finance in consultation with the Chair of the Pensions and Investment Committee (or in his absence the Vice-Chair) and are reported to the next meeting of the Pensions and Investment Committee.

The above procedures are designed to ensure that the Committee carries out its statutory duties, sets policy and controls asset allocation whilst leaving day-to-day investment decisions to the County Council's Director of Finance and the relevant investment managers.

## **6 Local Pension Board**

The Public Service Pensions Act 2013 (PSPA) introduced a framework for regulatory oversight by the Pensions Regulator. In addition, the PSPA introduced a new governance structure for the LGPS which came into effect in April 2015.

The new governance structure was brought into effect by the LGPS (Amendment) (Governance) Regulations 2015. The regulations are intended to ensure better governance and improved accountability in the LGPS. A new national Scheme Advisory Board has been established to provide advice to both the Secretary of State and to administering authorities such as the County Council. The Regulations also require administering authorities to establish Local Pension Boards.

### **Functions of the Board**

The role of the Pension Board is defined by Regulation 106 of the Local Government Pension Scheme (Amendment) (Governance) Regulations 2015 as to assist the administering authority:

1. to secure compliance with:
  - (a) the Regulations;
  - (b) any other legislation relating to the governance and administration of the Scheme; and
  - (c) any requirements imposed by the Pensions Regulation in relation to the Scheme; and also
2. to ensure the effective and efficient governance and administration of the Scheme.

## **Terms of Reference**

The terms of reference for the Derbyshire Local Pension Board include provisions regarding the term of office, termination of membership and meeting arrangements.

## **Structure**

Members of the Pension Board are appointed by the County Council as Administering Authority.

## **7 Review Procedure**

This statement will be reviewed on a periodic basis and amended as necessary following a material change in policy.

**Date approved by the P&IC 9 September 2015.**

## **INVESTMENT STRATEGY STATEMENT**

### **DERBYSHIRE PENSION FUND**

#### **Introduction**

This is the Investment Strategy Statement (“the ISS”) of the Derbyshire Pension Fund (“the Fund”), which is administered by Derbyshire County Council. The ISS is drawn up in compliance with Regulation 7 of the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016 (“the Regulations”) and has been prepared following consultation with such persons as Derbyshire County Council considered appropriate.

The ISS will be reviewed following any material change in the factors which are judged to have a bearing on the stated investment policy and at least every three years as required by the Regulations.

The primary objective of the Fund is to ensure that over the long term the Fund will be able to meet all benefit payments as and when they fall due. These payments will be met by contributions resulting from the funding strategy or asset returns and income resulting from the investment strategy. The funding and investment strategies are, therefore, inextricably linked; the Funding Strategy Statement can be found on the Fund’s website.

#### **Fund Governance**

Derbyshire County Council is an administering authority for the Local Government Pension Scheme in accordance with Local Government Pension Scheme Regulations 2013. The Pensions and Investments Committee (“the Committee”) is responsible for discharging Derbyshire County Council’s statutory function as the administering authority for the Fund.

The Committee is responsible for determining the Fund’s investment policy, monitoring performance and overall stewardship of the Fund. Members of the Committee act in a similar manner to trustees and take advice from an independent adviser and the in-house investment managers. A significant proportion of the Fund’s investments are managed on an active basis by the Fund’s in-house team. Where the appropriate skills are not available internally, external managers are used.

In 2015, a Pensions Board was established which has a compliance and scrutiny role, responsible for ensuring that the administering authority is complying with its statutory duties.

## **Investment Objectives**

The Committee has determined an investment strategy that aims to maximise the returns from investments within acceptable levels of risk, contributes to the Fund having sufficient assets to cover the accrued benefits and enables employer contributions to be kept as stable as possible.

The investment strategy takes into account the following beliefs:

- A long term approach to investment will deliver better returns
- The long term nature of LGPS liabilities allows for a long term investment horizon
- Asset allocation is the most important factor in driving long term investment returns
- Liabilities influence the asset structure; funds exist to meet their obligations
- Risk premiums exist for certain investments; taking advantage of these can help to improve investment returns
- Markets can be inefficient, and mispriced for long periods of time; therefore there is a place for active and passive investment management
- Diversification across investments with low correlation improves the risk/return profile
- Secure and growing income streams underpin the ability to meet future liabilities
- Responsible investment can enhance long term investment performance
- Investment management costs should be minimized where possible but net investment returns after costs are the most important factor

## **Strategic Asset Allocation Benchmark**

The Committee aims to balance risk and reward by apportioning the Fund's assets over a range of asset classes to achieve the Fund's goals, to manage risk and to match the investment horizons. The objective is to generate a return that is at least equal to the discount rate used in the actuarial valuation in order to meet the Fund's liabilities. The actuarial valuation at 31<sup>st</sup> March 2016 has been prepared on the basis of a discount rate of 4.0% compared with a discount rate of 4.6% for the actuarial valuation at 31<sup>st</sup> March 2013. The lower discount rate reflects lower expected investment returns going forward.

The Committee has agreed a Strategic Asset Allocation Benchmark ("the Benchmark") for the Fund which takes into account the required level of return and the Committee's views on the appropriate balance between generating long term investment returns and exposure to investment risk. The Benchmark includes a wide variety of asset classes, in order to diversify sources of risk and return, and equity allocations spread by geographic regions. It takes into account the future expected



returns from the different asset classes, the historic levels of volatility of each asset class and the level of correlation between the asset classes.

The asset allocation of the Fund is reviewed on a quarterly basis, and tactical positions around the Benchmark are agreed by the Committee following advice from the Fund's in-house investment managers and the Fund's external adviser.

The Benchmark and the permitted ranges for tactical allocations are set out in the following table:

Asset Category	Asset Allocation	Permitted Range	Specific Performance Benchmark
<b>Equities</b>	<b>58.0%</b>	<b>+/- 8%</b>	
UK Equities	25.0%	+/- 6%	FTSE All Share
Overseas Equities	33.0%	+/- 6%	
N. America	12.0%	+/- 4%	FTSE World N America
Europe	9.0%	+/- 4%	FTSE AW Developed Europe Ex-UK Net
Japan	5.0%	+/- 2%	FTSE World Japan
Pacific ex-Japan	4.0%	+/- 2%	FTSE All World Asia-Pacific ex Japan
Emerging Markets	3.0%	+/- 2%	FTSE Emerging Markets
<b>Bonds</b>	<b>22.0%</b>	<b>+/- 5%</b>	
Fixed Income	5.5%	+/- 3%	FTSE UK Gov Fixed All Stocks
Index Linked	6.5%	+/- 3%	FTSE UK I-L All Stocks
Non-government	6.0%	+/- 3%	BAML £ Corp Bonds
Multi-Asset Credit	4.0%	+/- 2%	LIBOR 3m + 3%
<b>Property</b>	<b>9.0%</b>	<b>+/- 3%</b>	
Direct	5.0%	+/- 2%	IPD UK Quarterly Property Index
Indirect	4.0%	+/- 2%	AREF/IPD UK Quarterly Property Fund Index
<b>Alternatives</b>	<b>9.0%</b>	<b>+/- 3%</b>	
Infrastructure	5.0%	+/- 2%	LIBOR 3m + 2%
Private Equity	4.0%	+/- 2%	FTSE All Share +1%
<b>Cash</b>	<b>2.0%</b>	<b>0 – 8%</b>	Sterling 7 Day LIBID

## Asset Classes

All financial instruments are open to consideration by the Committee. The Fund currently invests in quoted and unquoted securities of UK and overseas markets including equities, government and non-government bonds, multi-asset credit, property, infrastructure and cash either directly or via pooled vehicles. Derivatives are used to hedge the currency exposure of the overseas government bond holdings. The use of derivatives may be extended further in the future for the purpose of efficient portfolio management or to hedge other specific risks. The introduction of any new financial instrument/asset class or any extended use of derivatives will only be considered by the Committee following the receipt of appropriate training and advice from suitably qualified persons.

## Equities

Equities are classed as growth assets with the potential to provide returns in excess of inflation from growth in both capital values and income. Reinvested income accounts for a large proportion of long term equity returns. As equity returns are

linked to company revenues and profits, investing in equities increases exposure to volatility. Investors expect to be compensated for that volatility by higher returns.

Over the last 50 years, in the UK, equities have provided a real return (after inflation) of 5.6% pa, compared with a real return of 2.9% from government bonds and 1.4% from cash. In the US, the respective real returns over the same period were 5.3% from equities, 3.4% from government bonds and 0.8% from cash<sup>2</sup>. Despite the increasing correlation between the majority of developed equity markets, investing in different geographic regions still provides portfolio diversification and investing in emerging markets generally provides access to higher economic growth rates and exposure to different economic drivers of return.

## **Bonds**

Bonds offer predictable streams of income and predictable returns if held to maturity. They are held as stabilising assets to reduce volatility and to provide diversification. As pension funds mature they can be used to provide liquidity and to match liabilities as they fall due.

The Fund holds conventional, index-linked and corporate bonds and within multi-asset credit it holds private debt, high yield debt and asset-backed securities. Index linked bonds are regarded as a particularly good match for pension fund liabilities. The majority of the Fund's government bond holdings are issued by the government of the United Kingdom; the currency exposure of any overseas sovereign bonds holdings is hedged to sterling.

## **Property**

Property investments have traditionally been split between three different sectors: office; retail and industrial. Increasingly within the asset management industry, exposure to niche sectors such as student accommodation and exposure to debt secured against property assets is also included with the property asset class. Returns from this asset class come from rental income and the change in market values. Rental income has accounted for a large proportion of total returns over the long term. Given the relative stability of rental income, which gives property bond like characteristics, the returns from property are generally expected to fall between the returns from equities and those from bonds.

Property investment can be done directly via the purchase of physical properties or indirectly via the purchase of pooled vehicles or property company shares. The majority of the Fund's property exposure is gained via direct investment; pooled vehicles are used to gain exposure to niche sectors and overseas assets. The Fund's exposure to property debt is currently contained within the allocation to corporate bonds.

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<sup>2</sup> Source: Barclays Equity Gilt Study 2016

## **Alternatives**

Alternatives include infrastructure, private equity, hedge funds, commodities and pooled multi-asset funds (also known as diversified growth funds). The Fund has exposure to infrastructure and private equity.

Infrastructure offers access to long term predictable cash flows, which are often linked to inflation. A low correlation to the business cycle and the other major asset classes provides diversification benefits and long investment horizons. The majority of the Fund's infrastructure investments are in developed European core assets (long term assets with regulated returns) and social PFI concessions (typically schools, hospitals and military accommodation).

Private equity investment refers to investment in unquoted, privately owned companies. Investors expect to receive an illiquidity premium for investing in this asset class and target returns above those expected from publicly quoted equities. Returns from private equity primarily come from capital growth rather than income when investments are exited (realised) following a period of business growth/transformation. Private equity offers access to a broader universe of companies than the publicly quoted space.

## **Risk**

The overall risk for the Fund is that its assets will be insufficient to meet its liabilities. The Funding Strategy Statement, which is drawn up following the triennial actuarial valuation of the Fund, sets out how any deficit in assets compared with liabilities is to be addressed.

Underlying the overall risk, the Fund is exposed to demographic risks, regulatory risks, governance risks and financial risks (including investment risk). The measures taken by the Fund to control these risks are included in the Funding Strategy Statement and are reviewed periodically by the Committee via the Fund's risk register. The primary investment risk is that the Fund fails to deliver the returns anticipated in the actuarial valuation over the long term. The Committee anticipates expected market returns on a prudent basis to reduce the risk of underperforming expectations.

It is important to note that the Fund is exposed to external, market driven, fluctuations in asset prices which affect the liabilities (liabilities are estimated with reference to government bond yields) as well as the valuation of the Fund's assets. Holding a proportion of the assets in government bonds helps to mitigate the effect of falling bond yields on the liabilities to a certain extent. Further measures taken to control/mitigate investment risks are set out in more detail below:

## **Concentration**

The Committee manages the risk of exposure to a single asset class by holding different categories of investments (e.g. equities, bonds, property, alternatives and cash) and by holding a diversified equity portfolio spread by both geography and market sectors. Each asset class is managed within an agreed permitted range to ensure that the Fund does not deviate too far away from the Benchmark, which has been designed to meet the required level of return with an appropriate level of exposure to risk, taking into consideration the level of correlation between the asset classes.

## **Volatility**

The Benchmark contains a high proportion of equities with a commensurate high degree of volatility. The strong covenant of the major employing bodies enables the Committee to take a long term perspective and to access the forecast inflation plus returns from equities.

## **Performance**

Investment managers are expected to outperform the individual asset class benchmarks detailed in the overall Strategic Asset Allocation Benchmark. The Fund's performance is measured by an independent provider and reported to the Committee on a quarterly basis. The Committee takes a long term approach to the evaluation of investment performance but will take steps to address persistent underperformance.

## **Illiquidity**

Close attention is paid to the Fund's projected cash flows; the Fund is currently cash flow positive, in that annually there is an excess of cash paid into the Fund from contributions and investment income after pension benefits are paid out. The Fund expects to be cash flow positive for the short to medium term. Despite the growing proportion of illiquid investments in the Fund, a large proportion of the assets are held in liquid assets and can be realised quickly, in normal circumstances, in order for the Fund to pay its immediate liabilities.

## **Currency**

The Fund's liabilities are denominated in sterling which means that investing in overseas assets exposes the Fund to a degree of currency risk. The Committee regards the currency exposure associated with investing in overseas equities as part of the return on the overseas equities; the currency exposure on overseas bonds is hedged back to sterling.

## **Stock Lending**

The Fund does not currently participate in any stock-lending arrangements but is likely to in the future as part of the LGPS Central pool. The Committee will ensure that robust controls are in place to protect the security of the Fund's assets before entering into any stock lending arrangements.

## **Custody**

The risk of losing economic rights to the Fund's assets is managed by the use of a global custodian for custody of the assets, regular scrutiny of the Fund's providers, and the maintenance of independent investment accounting records.

## **LGPS Central**

The Fund is building the LGPS Central pool ("the Pool"), in accordance with Government requirements, with the LGPS funds of Cheshire, Leicestershire, Nottinghamshire, Shropshire, Staffordshire, West Midlands, the West Midlands Integrated Transport Authority and Worcestershire. The Pool is expected to deliver lower investment costs and greater investment capability. Lower investment costs will come from the consolidation of segregated mandates, reduced use of pooled vehicles and fund of fund vehicles, a switch from Indirect to Direct property and more competitive fees for Alternatives achieved through increased scale.

The Government has formally accepted the proposal set out by the participating funds for the LGPS Central pool in its July 2016 submission. The eight administering authorities of LGPS Central will be equal shareholders of the company. A Shareholders' Forum, comprising one elected Member from each of the participating administering authorities, will act as the supervisory body of the Pool and will fulfil the shareholders' role in ensuring that the company is managed efficiently and effectively.

A Joint Committee, set up in accordance with provisions of the Local Government Act 1972, will be the forum for dealing with common investor issues and for collective monitoring of the performance of the Pool against the objectives set out in the LGPS Central business case submission. To support the Joint Committee and the Shareholders' Forum, a Practitioners' Advisory Forum will be created, consisting of Officers from each of the individual Funds. This forum will provide day-to-day oversight of the Operator, scrutinizing investment performance and investment costs, monitoring customer service and the delivery of wider investor services, such as voting and responsible investment.

The Fund expects to invest all its assets through the Pool from April 2018, with the exception of cash. Virtually all of the existing assets are expected to be transferred into the Pool in April 2018 although it will take some time for the Pool to restructure the assets into appropriate collective vehicles within the Pool. Once the assets have been restructured, each Fund will own units in the relevant collective vehicles. For some illiquid assets which may prove too costly to transfer into the Pool, LGPS Central will take over oversight of those assets from April 2018.

## **Responsible Investment**

Responsible investment is an approach to investment that aims to incorporate environmental, social and governance (ESG) factors into investment decisions, to better manage risk and generate sustainable, long term returns.<sup>3</sup>

The Committee believes that responsible investment covers both incorporating ESG factors into the investment process and Fund stewardship and governance through considered voting and engagement with investee companies.

Effective management of financially material ESG risks should support the requirement to protect investment returns over the long term. The Fund's investment team seek to understand relevant ESG factors alongside conventional financial considerations within the investment process, and the Fund's external investment managers are expected to do the same. Non-financial factors may be considered to the extent that they are not detrimental to the investment return.

A strategy of engagement with companies, rather than negative screening to exclude stocks from the portfolio on ESG/ethical grounds, is more compatible with the administering authority's fiduciary duties and supports responsible investment.

Membership of the Local Authority Pension Fund Forum (LAPFF) helps Derbyshire Pension Fund to engage with companies to understand the issues and to promote best practice. LAPFF was set up in 1991 and is a voluntary association of 71 Local Authority pension funds based in the UK with combined assets of approximately £175bn. It exists to promote the investment interests of local authority pension funds, and to maximise their influence as shareholders to promote high standards of corporate governance and corporate responsibility amongst the companies in which they invest.

Collective pressure from investors via organisations such as the LAPFF has helped to encourage listed companies to enhance their corporate governance and to improve their environmental and social impacts. The Fund attaches great importance to the exercise of voting rights and currently casts votes in respect of its directly held equity investments in the United Kingdom and North America.

The Committee has appointed Institutional Shareholder Services, a third party voting agency to provide voting services for its directly held UK equity investments. Voting is carried out in line recommendations from ISS, whose voting principles cover four key tenets on accountability, stewardship, independence and transparency. The Fund also periodically receives voting alerts from the LAPFF on certain resolutions. If the voting alert from the LAPFF conflicts with the ISS recommendation, due

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<sup>3</sup> UN Principles for Responsible Investing

consideration is given to all the arguments before the vote is cast. A report to review the Fund's voting activity is taken to the Committee on a quarterly basis.

The Fund has appointed Wellington Management ("Wellington") in a discretionary capacity to manage its directly held North American investments, including voting in line with local practice. Wellington have policies and procedures to ensure that they collect and analyse all relevant information for each meeting, applying their proxy voting guidelines accurately and executing votes in a timely manner.

The Committee supports the Stewardship Code as published by the Financial Reporting Council and expects both the LGPS Central pool and any directly appointed fund managers to comply with the Stewardship Code.

**Approved by Pensions and Investments Committee 20 March 2017.**

# Derbyshire Pension Fund

## 2016 Actuarial Valuation Valuation Report

31 March 2017

Geoff Nathan  
Richard Warden

Fellows of the Institute and Faculty of Actuaries  
For and on behalf of Hymans Robertson LLP





Hymans Robertson LLP has carried out an actuarial valuation of the Derbyshire Pension Fund (“the Fund”) as at 31 March 2016, details of which are set out in the report dated 31 March 2017 (“the Report”), addressed to the Administering Authority of the Fund, Derbyshire County Council (“the Client”). The Report was prepared for the sole use and benefit of our Client and not for any other party; and Hymans Robertson LLP makes no representation or warranties to any third party as to the accuracy or completeness of the Report.

The Report was not prepared for any third party and it will not address the particular interests or concerns of any such third party. The Report is intended to advise our Client on the past service funding position of the Fund at 31 March 2016 and employer contribution rates from 1 April 2017, and should not be considered a substitute for specific advice in relation to other individual circumstances.

As this Report has not been prepared for a third party, no reliance by any party will be placed on the Report. It follows that there is no duty or liability by Hymans Robertson LLP (or its members, partners, officers, employees and agents) to any party other than the named Client. Hymans Robertson LLP therefore disclaims all liability and responsibility arising from any reliance on or use of the Report by any person having access to the Report or by anyone who may be informed of the contents of the Report.

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## Executive summary

We have carried out an actuarial valuation of the Derbyshire Pension Fund ('the Fund') as at 31 March 2016. The results are presented in this report and are briefly summarised below.

### Funding position

The table below summarises the funding position of the Fund as at 31 March 2016 in respect of benefits earned by members up to this date (along with a comparison at the last formal valuation at 31 March 2013).

	31 March 2013	31 March 2016
Past Service Position	(£m)	(£m)
Past Service Liabilities	3,784	4,236
Market Value of Assets	3,121	3,672
Surplus / (Deficit)	(663)	(564)
<b>Funding Level</b>	<b>82%</b>	<b>87%</b>

The improvement in funding position between 2013 and 2016 is mainly due to strong investment performance over the inter-valuation period. The liabilities have also increased due to a reduction in the future expected investment return, although this has been partially been offset by lower than expected pay and benefit growth (both over the inter-valuation period and continuing in the long term).

### Contribution rates

The table below summarises the whole fund Primary and Secondary Contribution rates at this triennial valuation. The Primary rate is the payroll weighted average of the underlying individual employer primary rates and the Secondary rate is the total of the underlying individual employer secondary rates (before any pre-payment or capitalisation of future contributions), calculated in accordance with the Regulations and CIPFA guidance.

Primary Rate (% of pay) 1 April 2017 - 31 March 2020	Secondary Rate (£)		
	2017/18	2018/19	2019/20
17.1%	19,457,000	19,379,000	19,289,000

The Primary rate also includes an allowance of 0.3% of pensionable pay for the Fund's expenses.

The average employee contribution rate is 6.1% of pensionable pay.

At the previous formal valuation at 31 March 2013, a different regulatory regime was in force. Therefore a contribution rate that is directly comparative to the rates above is not provided.

Broadly, contributions required to be made by employers in respect of new benefits earned by members (the primary contribution rate) have increased as future expected investment returns have fallen. Changes to employer contributions targeted to fund the deficit have been variable across employers.

The minimum contributions to be paid by each employer from 1 April 2017 to 31 March 2020 are shown in the Rates and Adjustment Certificate in **Appendix H**.

## 1 Introduction

We have carried out an actuarial valuation of the Derbyshire Pension Fund (“the Fund”) as at 31 March 2016 under Regulation 62 of The Local Government Pension Scheme Regulations 2013 (“the Regulations”). The purpose of the valuation is to assess the value of the assets and liabilities of the Fund as at 31 March 2016 and to calculate the required rate of employers’ contributions to the Fund for the period from 1 April 2017 to 31 March 2020.

### Valuation Report

This report records the high level outcomes of the actuarial valuation as at 31 March 2016. The valuation report is prepared by the actuary to the Fund and is addressed to Derbyshire County Council as the Administering Authority to the Fund.

### Component reports

This document is part of an “aggregate” report, i.e. it is the culmination of various “component” reports and discussions, in particular:

- Correspondence relating to data including the Data Report.
- The Initial Results presentation (dated 26 October 2016) which outlined the whole fund results;
- The formal agreement by the Administering Authority of the actuarial assumptions used in this document, at a meeting dated 26 October 2016;
- The contribution modelling carried out for employers, as detailed in our report and presentation to the Administering Authority of 13 December 2016;
- The Funding Strategy Statement, confirming the different contribution rate setting approaches for different types of employer or in different circumstances.

## 2 Valuation Approach

The valuation is a planning exercise for the Fund, to assess the monies needed to meet the benefits owed to its members as they fall due. As part of the valuation process the Fund reviews its funding strategy to ensure that an appropriate contribution plan and investment strategy is in place.

It is important to realise that the actual cost of the pension fund (i.e. how much money it will ultimately have to pay out to its members in the form of benefits) is unknown. This cost will not be known with certainty until the last benefit is paid to the last pensioner. The purpose of this valuation is to estimate what this cost will be, so that the Fund can then develop a funding strategy to meet it.

Setting the funding strategy for an open defined benefit pension fund such as Derbyshire Pension Fund is complex. Firstly, the time period is very long; benefits earned in the LGPS today will be paid out over a period of the next 80 years or more and it remains open to new joiners and accrual of benefits. Secondly, the LGPS remains a defined benefit scheme so there are significant uncertainties in the final cost of the benefits to be paid. Finally, in order to reduce employer costs, Derbyshire Pension Fund invests in a return seeking investment strategy which can result in high levels of asset volatility.

Such a valuation can only ever be an estimate – as the future cannot be predicted with certainty. However, as actuaries, we can use our understanding of the Fund and the factors that affect it to set the pace of funding in conjunction with the Administering Authority. The pace of this funding can vary according to the level of prudence that is built into the valuation method and assumptions.

The valuation approach adopted recognises the uncertainties and risks posed to funding by the factors discussed above and follows the process outlined below.

Step 1: The Fund sets a funding target (or funding basis) which defines the target amount of assets to be held to meet the future cashflows. The assumptions underlying the funding target are discussed further in the next section. A measurement is made at the valuation date to compare the assets held with the funding target.

Step 2: The Fund sets the time horizon over which the funding target is to be reached

Step 3: The Fund sets contributions that give a sufficiently high likelihood of meeting the funding target over the set time horizon. More detail on this risk based approach to setting contribution rates can be found in **Appendix C**.

For this valuation, as for the previous valuation, our calculations identify separately the expected cost of members' benefits in respect of scheme membership completed before the valuation date ("past service") and that which is expected to be completed after the valuation date ("future service").

### Past service

The principal measurement here is the comparison of the funding position at the valuation date against the funding target. The market value of the Fund's assets as at the valuation date are compared against the value placed on the Fund's liabilities in today's terms (calculated using a market-based approach). By maintaining a link to the market in both cases, this helps ensure that the assets and liabilities are valued in a consistent manner. Our calculation of the Fund's liabilities also explicitly allows for expected future pay and pension

increases. The assumptions used in the assessment of the funding position at the valuation date are detailed in the next section.

The funding level is the ratio of assets to liabilities at the valuation date. A funding level of less/more than 100% implies that there is a deficit/surplus in the Fund at the valuation date against the funding target.

Funding plans are set to eliminate any deficit (or surplus) over the set time horizon and therefore get back to a funding level of 100%. To do so, additional contributions may be required to be paid into the Fund; these contributions are known as the “secondary rate”.

### Future service

In addition to benefits that have already been earned by members prior to the valuation date, employee members will continue to earn new benefits in the future. The cost of these new benefits must be met by both employers and employees. The employers’ share of this cost is known as the “primary rate”.

The primary rates for employers are determined with the aim of meeting the funding target in respect of these new benefits at the end of the set time horizon with an appropriate likelihood of success. The primary rate will depend on the profile of the membership (amongst other factors). For example, the rate is higher for older members as there is less time to earn investment returns before the member’s pension comes into payment.

The methodology for calculating the primary rate will also depend on whether an employer is open or closed to new entrants. A closed employer will have a higher rate as we must allow for the consequent gradual ageing of the workforce.

For the reasons outlined above regarding the uncertainty of the future, there is no guarantee that the amount paid for the primary rate will be sufficient to meet the cost of the benefits that accrue. Similarly, there is no guarantee that the secondary contributions will result in a 100% funding level at the end of the time horizon. Further discussion of this uncertainty is set out in **Appendix C**.

### 3 Assumptions

Due to the long term nature of the Fund, assumptions about the future are required to place a value of the benefits earned to date (past service) and the cost of benefits that will be earned in the future (future service).

Broadly speaking, our assumptions fall into two categories when projecting and placing a value on the future benefit payments and accrual – financial and demographic.

Demographic assumptions typically try to forecast **when** benefits will come into payment and what form these will take. For example, when members will retire (e.g. at their normal retirement age or earlier), how long they will then survive and whether a dependant's pension will be paid. In this valuation of the Fund, we use a single agreed set of demographic assumptions which is set out below and in more detail in **Appendix E**.

Financial assumptions typically try to anticipate the **size** of these benefits. For example, how large members' final salaries will be at retirement and how their pensions will increase over time. In addition, the financial assumptions also help us to estimate how much all these benefits will cost the Fund in today's money by making an assumption about the return on the Fund's investments in the future.

For measuring the funding position, the liabilities of the Fund are reported on a single constant set of financial assumptions about the future, based on financial market data as at 31 March 2016.

However, when we assess the required employer contributions to meet the funding target, we use a model that calculates the contributions required under 5000 different possible future economic scenarios. Under these 5000 different economic scenarios, key financial assumptions about pension increases and Fund investment returns vary across a wide range. More information about these types of assumptions is set out in **Appendix F**.

#### Financial assumptions

##### Discount rate

In order to place a current value on the future benefit payments from the Fund, an assumption about future investment returns is required in order to “discount” future benefit payments back to the valuation date. In setting the discount rate the Fund is determining the extent to which it relies on future investment returns required to meet benefit payments in excess of the monies already held at the valuation date.

For a funding valuation such as this, the discount rate is required by Regulations to incorporate a degree of prudence. The discount rate is therefore set by taking into account the Fund's current and expected future investment strategy and, in particular, how this strategy is expected to outperform the returns from Government bonds over the long term. The additional margin for returns in excess of that available on Government bonds is called the Asset Outperformance Assumption (AOA).

The selection of an appropriate AOA is a matter of judgement and the degree of risk inherent in the Fund's investment strategy should always be considered as fully as possible.

There has been a downward shift in the expected returns on many asset classes held by the Fund since the 2013 valuation. Following modelling, analysis and discussion reported in the “2016 Valuation Asset Outperformance Assumption Report” dated 29 February 2016, the



Fund is satisfied that an AOA of 1.8% p.a. is a prudent assumption for the purposes of this valuation.

### Price inflation/pension increases

Pension (both in payment and deferment) benefit increases and the revaluation of career-average earnings are in line with Consumer Price Index (CPI) inflation. As there continues to be no deep market for CPI linked financial instruments, the Fund derives the expected level of future CPI with reference to the Retail Price Index (RPI).

Due to further analysis of the CPI since 2013, the Fund expects the average long term difference between RPI and CPI to be 1.0% p.a. compared with 0.8% p.a. at the 2013 valuation.

At the previous valuation, the assumption for RPI was derived from market data as the difference between the yield on long-dated fixed interest and index-linked government bonds. At this valuation, the Fund continues to adopt a similar approach.

### Salary increases

Due to the change to a CARE scheme from 2014, there is now a closed group of membership in the Fund with benefits linked to final salary. The run-off of this final salary linked liability was modelled, taking into account the short-term restrictions in public sector pay growth.

The results of this modelling and analysis were reported in the “2016 Valuation Pay Growth Assumption” paper dated 9 February 2016. Based on the results of this modelling the Fund set a salary growth assumption of RPI - 0.5%. This reflects both short term pay constraints and the belief that general economic growth and hence pay growth may be at a lower level than historically experienced for a prolonged period of time.

Note that this assumption is made in respect of the general level of salary increases (e.g. as a result of inflation and other macroeconomic factors). We also make a separate allowance for expected pay rises granted in the future as a result of promotion. This assumption takes the form of a set of tables which model the expected promotional pay awards based on each member’s age and class. Please see **Appendix E**.

A summary of the financial assumptions underpinning the target funding basis and adopted during the assessment of the liabilities of the Fund as at 31 March 2016 (alongside those adopted at the last valuation for comparison) are shown below.

Financial assumptions	31 March 2013	31 March 2016
Discount rate		
Return on long-dated gilts	3.0%	2.2%
Asset Outperformance Assumption	1.6%*	1.8%**
<b>Discount rate</b>	<b>4.6%</b>	<b>4.0%</b>
Benefit increases		
Retail Prices Inflation (RPI)	3.3%	3.2%
Assumed RPI/CPI gap	(0.8%)*	(1.0%)**
<b>Benefit increase assumption (CPI)</b>	<b>2.5%</b>	<b>2.1%</b>
Salary increases		
Retail Prices Inflation (RPI)	3.3%	3.2%
Increases in excess of RPI	0.0%*	(0.5%)**
<b>Salary increase assumption</b>	<b>3.3%</b>	<b>2.7%</b>

\*Arithmetic addition

\*\*Geometric addition



## Demographic assumptions

### Longevity

The main demographic assumption to which the valuation results are most sensitive is that relating to the longevity of the Fund's members. For this valuation, the Fund has adopted assumptions which give the following sample average future life expectancies for members:

		31 March 2013	31 March 2016
Male	Pensioners	22.0 years	21.9 years
	Non-pensioners	24.1 years	23.9 years
Female	Pensioners	24.2 years	24.4 years
	Non-pensioners	26.6 years	26.5 years

Further details of the longevity assumptions adopted for this valuation can be found in **Appendix E**. Note that the figures for actives and deferreds assume that they are aged 45 at the valuation date.

### Other demographic assumptions

We are in the unique position of having a very large local authority data set from which to derive our other demographic assumptions. We have analysed the trends and patterns that are present in the membership of local authority funds and tailored our demographic assumptions to reflect LGPS experience.

Details of the other demographic assumptions adopted by the Fund are set out in **Appendix E**.

### Further comments on the assumptions

As required for Local Government Pension Scheme valuations, our approach to this valuation must include a degree of prudence. This has been achieved by explicitly allowing for a margin of prudence in the AOA.

For the avoidance of doubt, we believe that all other proposed assumptions represent the "best estimate" of future experience. This effectively means that there is a 50% chance that future experience will be better or worse than the chosen assumption.

Taken as a whole, we believe that our proposed assumptions are more prudent than the best estimate.

The actuarial assumptions underlying the Scheme Advisory Board's Key Performance Indicators are viewed as best estimate. Using these best estimate assumptions, the assessed funding position as at 31 March 2016 would have been 103%.

### Assets

We have taken the assets of the Fund into account at their bid value as informed to us by the Administering Authority.

In our opinion, the basis for placing a value on members' benefits is consistent with that for valuing the assets - both are related to market conditions at the valuation date

## 4 Results

The Administering Authority has prepared a Funding Strategy Statement which sets out its funding objectives for the Fund. In broad terms, the main valuation objectives are to hold sufficient assets in the Fund to meet the assessed cost of members' accrued benefits on the target funding basis ("the Funding Objective") and to set employer contributions which ensure both the long term solvency and the long term cost efficiency of the Fund ("the Contribution Objective").

### Funding Position Relative to Funding Target

In assessing the extent to which the Funding Objective was met at the valuation date, we have used the actuarial assumptions described in the previous section of this report for the target funding basis and the funding method also earlier described. The table below compares the value of the assets and liabilities at 31 March 2016. The 31 March 2013 results are also shown for reference.

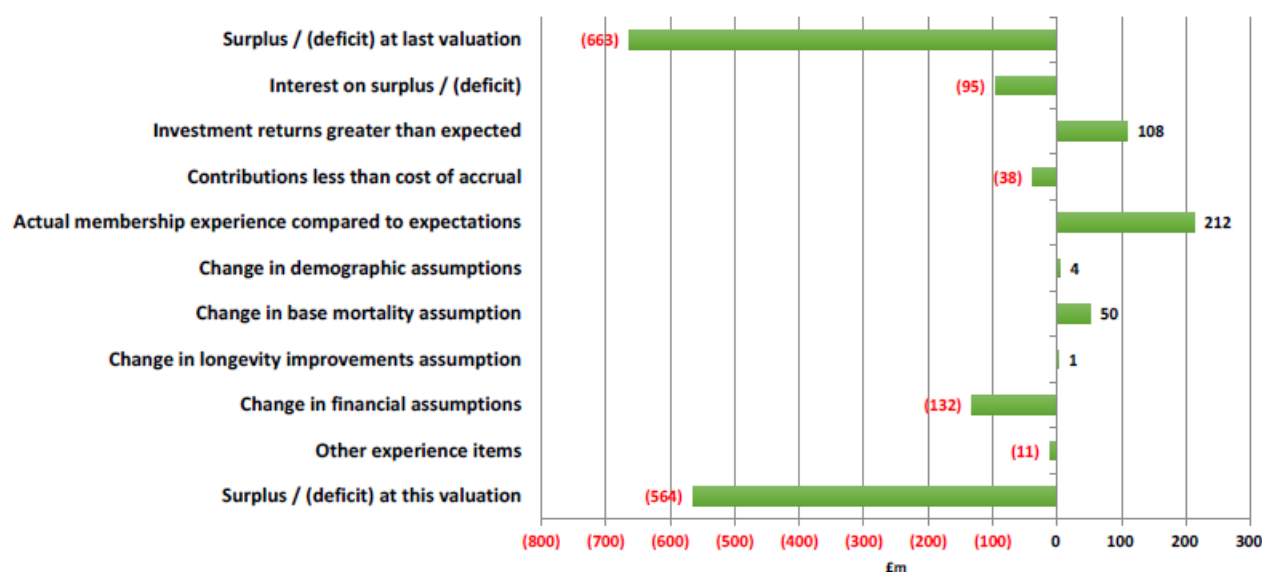
A funding level of 100% would correspond to the Funding Objective being met at the valuation date.

Valuation Date	31 March 2013	31 March 2016
<b>Past Service Liabilities</b>	<b>(£m)</b>	<b>(£m)</b>
Employees	1,681	1,703
Deferred Pensioners	557	758
Pensioners	1,546	1,776
<b>Total Liabilities</b>	<b>3,784</b>	<b>4,236</b>
<b>Assets</b>	<b>3,121</b>	<b>3,672</b>
<b>Surplus / (Deficit)</b>	<b>(663)</b>	<b>(564)</b>
<b>Funding Level</b>	<b>82%</b>	<b>87%</b>

The Funding Objective was not met: there was a shortfall of assets relative to the assessed cost of members' benefits on the target funding basis of £564m.

### Summary of changes to the funding position

The chart below illustrates the factors that caused the changes in the funding position between 31 March 2013 and 31 March 2016:



Further comments on some of the items in this chart:

- There is an interest cost of £95m. This is broadly three years of compound interest at 4.6% p.a. applied to the previous valuation deficit of £663m (and can be thought of as the investment return that would have been achieved on the extra assets the Fund would have held if fully funded).
- Investment returns being higher than expected since 2013 lead to a gain of £108m. This is roughly the difference between the actual three-year return (18.2%) and expected three-year return (14.4%) applied to the whole fund assets from the previous valuation of £3,121m, with a differences.further allowance made for cashflows during the period.
- The membership experience of the Fund has differed to the assumptions made at the 2013 valuation. The table below summarises the significant factors that underlie these

	Expected	Actual	Difference	Impact
<b>Pre-retirement experience</b>				
Early leavers (no.of lives)	13,622	11,705	(1,917)	Negative
Ill-health retirements* (no.of lives)	528	136	(392)	Positive
Salary increases (p.a.)	4.9%	2.8%	(2.1%)	Positive
<b>Post-retirement experience</b>				
Benefit increases (p.a.)	2.5%	1.3%	(1.2%)	Positive
Pensions ceasing (£m)	7.3	8.0	0.7	Positive

\*Tier1 and Tier 2 ill-health retirements only

- The impact of the change in demographic assumptions has been a gain of around £4m.
- The change in mortality assumptions (baseline and improvements) has given rise to a gain of £51m. .
- The change in financial assumptions since the previous valuation has led to a loss of £132m. This is due to a decrease in the real discount rate between 2013 and 2016. This has partially been offset by the increase to 1.0% p.a. of the assumed gap between RPI and CPI and a reduction in the expected future salary growth for benefits linked to final salary.
- Other experience items, such as changes in the membership data, have served to increase the deficit at this valuation by around £11m.

### Employer Contribution Rates

The Contribution Objective is achieved by setting employer contributions which are likely to be sufficient to meet both the cost of new benefits accruing and to address any funding deficit relative to the funding target over the agreed time horizon. A secondary objective is to maintain where possible relatively stable employer contribution rates.

For each employer in the Fund, to meet the Contribution Objective, a primary contribution rate has been calculated in order to fund the cost of new benefits accruing in the Fund. Additionally, if required, a secondary contribution rate has also been calculated to target a fully funded position within the employer's set time horizon. These rates have been assessed using a financial model that assesses the funding outcome for the employer under 5000 different possible future economic scenarios where the key financial assumptions about pension increases and investment returns vary. The employer contribution rates have been set to achieve the funding target over the agreed time horizon and with the appropriate likelihood of success. The time horizon and the likelihood parameters vary by employer according to each employer's characteristics. These parameters are set out in the Funding

Strategy Statement and have been communicated to employers. More information about the methodology used to calculate the contribution rates is set out in **Appendix C**.

The employer contributions payable from 1 April 2017 are given in **Appendix H**, and these have been devised in line with the Funding Strategy Statement: see **section 6**.

The table below summarises the whole fund Primary and Secondary Contribution rates at this valuation. The Primary rate is the payroll weighted average of the underlying individual employer primary rates and the Secondary rate is the total of the underlying individual employer secondary rates (before any pre-payment or capitalisation of future contributions), calculated in accordance with the Regulations and CIPFA guidance.

Primary Rate (% of pay) 1 April 2017 - 31 March 2020	Secondary Rate (£)		
	2017/18	2018/19	2019/20
17.1%	19,457,000	19,379,000	19,289,000

The Primary rate also includes an allowance of 0.3% of pensionable pay for the Fund's expenses.

The average employee contribution rate is 6.1% of pensionable pay. Note that the employee contribution rate includes any additional contributions being paid by employees as at 31 March 2016 into the Fund.

The table below shows the Fund "Common Contribution rate" as at 31 March 2013 for information purposes. **Although note that the change in regulatory regime and guidance on contribution rates means that a direct comparison to the whole fund rate at 2016 is not appropriate.**

Contribution Rates	31 March 2013
	(% of pay)
Employer future service rate (incl. expenses)	20.5%
Past Service Adjustment	7.4%
<b>Total employer contribution rate (incl. expenses)</b>	<b>27.9%</b>
Employee contribution rate	6.0%
Expenses	0.2%

## 5 Risk Assessment

The valuation results depend critically on the actuarial assumptions that are made about the future of the Fund. If all of the assumptions made at this valuation were exactly borne out in practice then the results presented in this document would represent the true cost of the Fund as it currently stands at 31 March 2016.

However, no one can predict the future with certainty and it is unlikely that future experience will exactly match the assumptions. The future therefore presents a variety of risks to the Fund and these should be considered as part of the valuation process. In particular:

- The main risks to the financial health of the Fund should be **identified**.
- Where possible, the financial significance of these risks should be **quantified**.
- Consideration should be given as to how these risks can then be **controlled** or **mitigated**.
- These risks should then be **monitored** to assess whether any mitigation is actually working.

This section investigates the potential implications of the actuarial assumptions not being borne out in practice.

Set out below is a brief assessment of the main risks and their effect on the valuation past service funding position results.

### Sensitivity of past service funding position results to changes in assumptions

The table below gives an indication of the sensitivity of the funding position to small changes in two of the main financial assumptions used:

Benefit Increases & CARE Revaluation					
Discount Rates	(£m)	1.9%	2.1%	2.3%	
	4.2%	3,968	4,088	4,213	Liabilities
		3,672	3,672	3,672	Assets
		(296)	(417)	(541)	(Deficit)
		93%	90%	87%	Funding Level
	4.0%	4,111	4,236	4,365	Liabilities
		3,672	3,672	3,672	Assets
		(439)	(564)	(693)	(Deficit)
		89%	87%	84%	Funding Level
	3.8%	4,260	4,390	4,524	Liabilities
		3,672	3,672	3,672	Assets
		(588)	(718)	(852)	(Deficit)
86%		84%	81%	Funding Level	

The valuation results are also very sensitive to unexpected changes in future longevity. All else being equal, if longevity improves in the future at a faster pace than allowed for in the valuation assumptions, the funding level will decline and the required employer contribution rates will increase.

Recent medical advances, changes in lifestyle and a greater awareness of health-related matters have resulted in life expectancy amongst pension fund members improving in recent years at a faster pace than was originally foreseen. It is unknown whether and to what extent such improvements will continue in the future.

For the purposes of this valuation, we have selected assumptions that we believe make an appropriate allowance for future improvements in longevity, based on the actual experience of the Fund since the previous valuation.

The table below shows how the valuation results at 31 March 2016 are affected by adopting different longevity assumptions.

	Peaked improvements	Non-peaked improvements
	(£m)	(£m)
Liabilities	4,236	4,337
Assets	3,672	3,672
(Deficit)	(564)	(665)
<b>Funding Level</b>	<b>87%</b>	<b>85%</b>

The “further improvements” are a more cautious set of improvements that, in the short term, assume the ‘cohort effect’ of strong improvements in life expectancy currently being observed amongst a generation born around the early and mid 1930s will continue to strengthen for a few more years before tailing off. This is known as “non- peaked”.

This is not an exhaustive list of the assumptions used in the valuation. For example, changes to the assumed level of withdrawals and ill health retirements will also have an effect on the valuation results.

Note that the tables show the effect of changes to each assumption in isolation. In reality, it is perfectly possible for the experience of the Fund to deviate from more than one of our assumptions simultaneously and so the precise effect on the funding position is therefore more complex. Furthermore, the range of assumptions shown here is by no means exhaustive and should not be considered as the limits of how extreme experience could actually be.

### Sensitivity of contribution rates to changes in assumptions

The employer contribution rates are dependent on a number of factors including the membership profile, current financial conditions, the outlook for future financial conditions, and demographic trends such as longevity. Changes in each of these factors can have a material impact on the contribution rates (both primary and secondary rates). We have not sought to quantify the impact of differences in the assumptions because of the complex interactions between them.

### Investment risk

The Fund holds some of its assets in return seeking assets such as equities to help reduce employers’ costs. However, these types of investments can result in high levels of asset volatility. Therefore, there is a risk that future investment returns are below expectations and the funding target is not met. This will require additional contributions from employers to fund any deficit.

Whilst the Fund takes steps to ensure that the level of investment risk is managed and monitored via strategy reviews and performance monitoring, it can never be fully mitigated.

### Regulatory risk

One further risk to consider is the possibility of future changes to Regulations that could materially affect the benefits that members become entitled to. It is difficult to predict the nature of any such changes but it is not inconceivable that they could affect not just the cost of benefits earned after the change but could also have a retrospective effect on the past service position.



### Managing the risks

Whilst there are certain things, such as the performance of investment markets or the life expectancy of members, that are not directly within the control of the pension fund, that does not mean that nothing can be done to understand them further and to mitigate their effect. Although these risks are difficult (or impossible) to eliminate, steps can be taken to manage them.

Ways in which some of these risks can be managed could be:

- Set aside a specific reserve to act as a cushion against adverse future experience (possibly by selecting a set of actuarial assumptions that are deliberately more prudent).
- Take steps internally to monitor the decisions taken by members (e.g. 50:50 scheme take-up, commutation) and employers (e.g. relating to early/ ill health retirements or salary increases) in a bid to curtail any adverse impact on the Fund.
- Pooling certain employers together at the valuation and then setting a single (pooled) contribution rate that they will all pay. This can help to stabilise contribution rates (at the expense of cross-subsidy between the employers in the pool during the period between valuations).
- Carrying out a review of the future security of the Fund's employers (i.e. assessing the strength of employer covenants) and ultimately their ability to continue to pay contributions or make good future funding deficits.
- Carry out a bespoke analysis of the longevity of Fund members and monitor how this changes over time, so that the longevity assumptions at the valuation provide as close a fit as possible to the particular experience of the Fund.
- Undertake an asset-liability modelling exercise that investigates the effect on the Fund of possible investment scenarios that may arise in the future. An assessment can then be made as to whether long term, secure employers in the Fund can stabilise their future contribution rates (thus introducing more certainty into their future budgets) without jeopardising the long-term health of the Fund.
- Purchasing ill health liability insurance to mitigate the risk of an ill health retirement impacting on solvency and funding level of an individual employer where appropriate.
- Monitoring different employer characteristics in order to build up a picture of the risks posed. Examples include membership movements, cash flow positions and employer events such as cessations.
- Regularly reviewing the Fund's membership data to ensure it is complete, up to date and accurate.



## 6 Related issues

The Fund's valuation operates within a broader framework, and this document should therefore be considered alongside the following:

- the Funding Strategy Statement, which in particular highlights how different types of employer in different circumstances have their contributions calculated;
- Investment Strategy Statement (e.g. the discount rate must be consistent with the Fund's asset strategy);
- the general governance of the Fund, such as meetings of the Pensions Committee, decisions delegated to officers, the Fund's business plan, etc;
- the Fund's risk register;
- the information the Fund holds about the participating employers.

### Further recommendations

#### Valuation frequency

Under the provisions of the LGPS regulations, the next formal valuation of the Fund is due to be carried out as at 31 March 2019. In light of the uncertainty of future financial conditions, we recommend that the financial position of the Fund (and for individual employers in some cases) is monitored by means of interim funding reviews in the period up to this next formal valuation. This will give early warning of changes to funding positions and possible revisions to funding plans.

#### Investment strategy and risk management

We recommend that the Administering Authority continues to regularly review its investment strategy and ongoing risk management programme.

#### New employers joining the Fund

Any new employers or admission bodies joining the Fund should be referred to the Fund Actuary for individual calculation as to the required level of contribution. Depending on the number of transferring members the ceding employer's rate may also need to be reviewed.

#### Additional payments

Employers may make voluntary additional contributions to recover any funding shortfall over a shorter period, subject to agreement with the Administering Authority and after receiving the relevant actuarial advice.

Further sums should be paid to the Fund by employers to meet the capital costs of any unreduced early retirements, reduced early retirements before age 60 and/or augmentation (i.e. additional membership or additional pension) using the methods and factors issued by me from time to time or as otherwise agreed.

In addition, payments may be required to be made to the Fund by employers to meet the capital costs of any ill-health retirements that exceed those allowed for within our assumptions.

#### Cessations and bulk transfers

Any employer who ceases to participate in the Fund should be referred to us in accordance with Regulation 64 of the Regulations.

Any bulk movement of scheme members:

- involving 10 or more scheme members being transferred from or to another LGPS fund, or
- involving 2 or more scheme members being transferred from or to a non-LGPS pension arrangement should be referred to us to consider the impact on the Fund.

## 7 Reliances and limitations

### Scope

This document has been requested by and is provided to Derbyshire County Council in its capacity as Administering Authority to the Derbyshire Pension Fund. It has been prepared by Hymans Robertson LLP to fulfil the statutory obligations in accordance with regulation 62 of the Regulations. None of the figures should be used for accounting purposes (e.g. under FRS102 or IAS19) or for any other purpose (e.g. a termination valuation under Regulation 64).

This document should not be released or otherwise disclosed to any third party without our prior written consent, in which case it should be released in its entirety. Hymans Robertson LLP accepts no liability to any other party unless we have expressly accepted such liability.

The results of the valuation are dependent on the quality of the data provided to us by the Administering Authority for the specific purpose of this valuation. The data used in our calculations is as per our Data Report which confirms that the data is fit for the purposes of this valuation and includes comments on the quality of the data provided. However, if any material issues with the data provided are identified at a later date, then the results stated in this report may change.

### Actuarial Standards

The following Technical Actuarial Standards<sup>1</sup> are applicable in relation to this report and have been complied with where material:

- TAS R – Reporting;
- TAS D – Data;
- TAS M – Modelling; and
- Pensions TAS.



Geoff Nathan

Fellow of the Institute and Faculty of Actuaries  
For and on behalf of Hymans Robertson LLP  
31 March 2017



Richard Warden

Fellow of the Institute and Faculty of Actuaries  
For and on behalf of Hymans Robertson LLP  
31 March 2017

<sup>1</sup> Technical Actuarial Standards (TASs) are issued by the Financial Reporting Council (FRC) and set standards for certain items of actuarial work, including the information and advice contained in this report.

## Appendix A: About the pension fund

The purpose of the Fund is to provide retirement and death benefits to its members. It is part of the Local Government Pension Scheme (LGPS) and is a multi-employer defined benefit pension scheme.

For more details please refer to the Fund's Funding Strategy Statement.

### Defined benefit pension scheme

In a defined benefit scheme such as this, the nature of retirement benefits that members are entitled to is known in advance. For example, it is known that members will receive a pension on retirement that is linked to their salary (final salary and/or career average) and pensionable service (for service before 1 April 2014) according to a pre-determined formula.

However, the precise cost to the Fund of providing these benefits is **not** known in advance. The estimated cost of these benefits represents a liability to the Fund and assets must be set aside to meet this. The relationship between the value of the liabilities and the value of the assets must be regularly assessed and monitored to ensure that the Fund can fulfil its core objective of providing its members with the retirement benefits that they have been promised.

### Liabilities

The Fund's liabilities are the benefits that will be paid in the future to its members (and their dependants).

The precise timing and amount of these benefit payments will depend on future experience, such as when members will retire, how long they will live for in retirement and what economic conditions will be like both before and after retirement. Because these factors are not known in advance, assumptions must be made about future experience. The valuation of these liabilities must be regularly updated to reflect the degree to which actual experience has been in line with these assumptions.

### Assets

The Fund's assets arise from the contributions paid by its members and their employers and the investment returns that they generate. The way these assets are invested is of fundamental importance to the Fund. The selection, monitoring and evolution of the Fund's investment strategy are key responsibilities of the Administering Authority.

As the estimated cost of the Fund's liabilities is regularly re-assessed, this effectively means that the amount of assets required to meet them is a moving target. As a result, at any given time the Fund may be technically in surplus or in deficit.

A contribution strategy must be put in place which ensures that each of the Fund's employers pays money into the Fund at a rate which will target the cost of its share of the liabilities in respect of benefits already earned by members and those that will be earned in the future.

### The long-term nature of the Fund

The pension fund is a long-term commitment. Even if it were to stop admitting new members today, it would still be paying out benefits to existing members and dependants for many decades to come. It is therefore essential that the various funding and investment decisions that are taken now recognise this and come together to form a coherent long-term strategy.

In order to assist with these decisions, the Regulations require the Administering Authority to obtain a formal valuation of the Fund every three years. Along with the Funding Strategy

Statement, this valuation will help determine the funding objectives that will apply from 1 April 2017.

## Appendix B: Summary of the Fund's benefits

Provided below is a brief summary of the non-discretionary benefits that we have taken into account for active members at this valuation. This should not be taken as a comprehensive statement of the exact benefits to be paid. For further details please see the Regulations.

Provision	Benefit Structure To 31 March 2008	Benefit Structure From 1 April 2008	Benefit Structure From 1 April 2014
Normal retirement age (NRA)	Age 65.	Age 65.	Equal to the individual member's State Pension Age (minimum 65).
Earliest retirement age (ERA) on which immediate unreduced benefits can be paid on voluntary retirement	<p>As per NRA (age 65).</p> <p>Protections apply to active members in the scheme immediately prior to 1 October 2006 who would have been entitled to immediate payment of unreduced benefits prior to 65, due to:</p> <p>The benefits relating to various segments of scheme membership are protected as set out in Schedule 2 to the Local Government Pension Scheme (Transitional Provisions) Regulations 2008 and associated GAD guidance.</p>		<p>As per NRA (minimum age 65).</p> <p>Protections apply to active members in the scheme for pensions earned up to 1 April 2014, due to:</p> <p>a) Accrued benefits relating to pre April 2014 service at age 65.</p> <p>b) Continued 'Rule of 85' protection for qualifying members.</p> <p>c) Members within 10 yrs of existing NRA at 1/4/12 – no change to when they can retire and no decrease in pension they receive at existing NRA.</p>
Member contributions	<p>Officers - 6% of pensionable pay</p> <p>Manual Workers – 5% of pensionable pay if has protected lower rates rights or 6% for post 31 March 1998 entrants or former entrants with no protected rights.</p>	Banded rates (5.5%-7.5%) depending upon level of full-time equivalent pay. A mechanism for sharing any increased scheme costs between employers and scheme members is included in the LGPS regulations.	Banded rates (5.5%-12.5%) depending upon level of actual pay.
Pensionable pay	<p>All salary, wages, fees and other payments in respect of the employment, excluding non-contractual overtime and some other specified amounts.</p> <p>Some scheme members may be covered by special agreements.</p>		Pay including non-contractual overtime and additional hours.
Final pay	<p>The pensionable pay in the year up to the date of leaving the scheme. Alternative methods used in some cases, e.g. where there has been a break in service or a drop in pensionable pay.</p> <p>Will be required for the statutory underpin and in respect of the final salary link that may apply in respect of certain members of the CARE scheme who have pre April 2014 accrual.</p>		N/A

Provision	Benefit Structure To 31 March 2008	Benefit Structure From 1 April 2008	Benefit Structure From 1 April 2014
Period of scheme membership	Total years and days of service during which a member contributes to the Fund. (e.g. transfers from other pension arrangements, augmentation, or from April 2008 the award of additional pension). For part time members, the membership is proportionate with regard to their contractual hours and a full time equivalent). Additional periods may be granted dependent on member circumstances.		N/A
Normal retirement benefits at NRA	<p>Annual Retirement Pension - 1/80th of final pay for each year of scheme membership.</p> <p>Lump Sum Retirement Grant - 3/80th of final pay for each year of scheme membership.</p>	<p>Scheme membership from 1 April 2008:</p> <p>Annual Retirement Pension - 1/60th of final pay for each year of scheme membership.</p> <p>Lump Sum Retirement Grant – none except by commutation of pension.</p>	<p>Scheme membership from 1 April 2014:</p> <p>Annual Retirement Pension - 1/49th of pensionable pay (or assumed pensionable pay) for each year of scheme membership revalued to NRA in line with CPI.</p> <p>Lump Sum Retirement Grant - none except by commutation of pension.</p>
Option to increase retirement lump sum benefit	In addition to the standard retirement grant any lump sum is to be provided by commutation of pension (within overriding HMRC limits). The terms for the conversion of pension in to lump sum is £12 of lump sum for every £1 of annual pension surrendered.	No automatic lump sum. Any lump sum is to be provided by commutation of pension (within overriding HMRC limits). The terms for the conversion of pension in to lump sum is £12 of lump sum for every £1 of annual pension surrendered.	No automatic lump sum. Any lump sum is to be provided by commutation of pension (within overriding HMRC limits). The terms for the conversion of pension in to lump sum is £12 of lump sum for every £1 of annual pension surrendered.
Voluntary early retirement benefits (non ill-health)	On retirement after age 60, subject to reduction on account of early payment in some circumstances (in accordance with ERA protections).		On retirement after age 55, subject to reduction on account of early payment in some circumstances (in accordance with ERA protections).
Employer's consent early retirement benefits (non ill-health)	<p>On retirement after age 55 with employer's consent.</p> <p>Benefits paid on redundancy or efficiency grounds are paid with no actuarial reduction.</p> <p>Otherwise, benefits are subject to reduction on account of early payment, unless this is waived by the employer.</p>		<p>Benefits paid on redundancy or efficiency grounds are paid with no actuarial reduction.</p> <p>Employer's consent is no longer required for a member to retire from age 55. However, benefits are subject to reduction on account of early payment, unless this is waived by the employer.</p>

Provision	Benefit Structure To 31 March 2008	Benefit Structure From 1 April 2008	Benefit Structure From 1 April 2014
Ill-health benefits	<p>As a result of permanent ill-health or incapacity.</p> <p>Immediate payment of unreduced benefits.</p> <p>Enhancement to scheme membership, dependent on actual membership.</p> <p>Enhancement seldom more than 6 years 243 days.</p>	<p>As a result of permanent ill-health or incapacity and a reduced likelihood of obtaining gainful employment (local government or otherwise) before age 65.</p> <p>Immediate payment of unreduced benefits.</p> <p>Enhanced to scheme membership, dependent on severity of ill health.</p> <p>100% of prospective membership to age 65 where no likelihood of undertaking any gainful employment prior to age 65;</p> <p>25% of prospective membership to age 65 where likelihood of obtaining gainful employment after 3 years of leaving, but before age 65; or</p> <p>0% of prospective membership where there is a likelihood of undertaking gainful employment within 3 years of leaving employment</p>	<p>As a result of permanent ill-health or incapacity and a reduced likelihood of obtaining gainful employment (local government or otherwise) before NRA.</p> <p>Immediate payment of unreduced benefits.</p> <p>Enhanced to scheme membership, dependent on severity of ill health.</p> <p>100% of prospective membership to age NRA where no likelihood of undertaking any gainful employment prior to age NRA;</p> <p>25% of prospective membership to age NRA where likelihood of obtaining gainful employment after 3 years of leaving, but before age NRA; or</p> <p>0% of prospective membership where there is a likelihood of undertaking gainful employment within 3 years of leaving employment</p>



Provision	Benefit Structure To 31 March 2008	Benefit Structure From 1 April 2008	Benefit Structure From 1 April 2014
Flexible retirement	<p>A member who has attained the age of 50, and who with their employer's consent, reduces the hours they work, or the grade in which they are employed, may elect in writing to the appropriate Administering Authority that such benefits may, with their employer's consent, be paid to them notwithstanding that he has not retired from that employment.</p> <p>Benefits are paid immediately and subject to actuarial reduction unless the reduction is waived by the employer.</p>	<p>A member who has attained the age of 55 and who, with his employer's consent, reduces the hours he works, or the grade in which he is employed, may make a request in writing to the appropriate Administering Authority to receive <b>all or part</b> of his benefits. Employer consent is required for benefits to be released.</p> <p>Benefits are paid immediately and subject to actuarial reduction unless the reduction is waived by the employer.</p>	
Pension increases	<p>All pensions in payment, deferred pensions and dependant's pensions other than benefits arising from the payment of additional voluntary contributions are increased annually. Pensions are increased partially under the Pensions (Increase) Act 1971 and partially in accordance with Social Security Pensions Act 1975 (depending on the proportions relating to pre 88 GMP, post 88 GMP and excess over GMP).</p>		

Provision	Benefit Structure To 31 March 2008	Benefit Structure From 1 April 2008	Benefit Structure From 1 April 2014
Death after retirement	<p>Deceased member's former retirement pension is payable for 3 months or 6 months if there is a child in the care of the spouse, civil partner or co-habiting partner.</p> <p>A short term spouse's or civil partner's pension of one half of the member's pension (generally post 1 April 1972 service for widowers' pension and post 6 April 1988 for civil partners) is payable.</p> <p>Different rules also apply where marriage takes place after leaving service.</p> <p>plus</p> <p>If the member dies within five years of retiring and before age 75 the balance of five years' pension payments will be paid in the form of a lump sum; plus</p> <p>Children's pensions may also be payable.</p>	<p>A spouse's, civil partner's or nominated cohabiting partner's pension payable at a rate of 1/160th of the member's total membership multiplied by final pay (generally post 1 April 1972 service for widowers' pension and post 6 April 1988 for civil partners and nominated cohabiting partners) is payable.</p> <p>Different rules also apply where marriage takes place after leaving service</p> <p>plus</p> <p>If the member dies within ten years of retiring and before age 75 the balance of ten years' pension payments will be paid in the form of a lump sum; plus</p> <p>Children's pensions may also be payable.</p>	<p>A spouse's, civil partner's or nominated cohabiting partner's pension payable at a rate of 1/160th of the member's total membership multiplied by <b>final pay</b> for the pre 1 April 2014 membership (generally post 1 April 1972 service for widowers' pension and post 6 April 1988 for civil partners and nominated cohabiting partners). Different rules also apply where marriage takes place after leaving service</p> <p>For the period from 1 April 2014 the spouse, civil partner or cohabiting partner receives a pension calculated in the same way as the member's CARE benefits but using an accrual rate of 1/160.</p> <p>plus</p> <p>If the member dies within ten years of retiring and before age 75 the balance of ten years' pension payments will be paid in the form of a lump sum; plus</p> <p>Children's pensions may also be payable.</p>

Provision	Benefit Structure To 31 March 2008	Benefit Structure From 1 April 2008	Benefit Structure From 1 April 2014
Death in service	<p>A lump sum of two times final pay; plus</p> <p>A spouse's or civil partner's pension of one half of the ill-health retirement pension that would have been paid to the scheme member if he had retired on the day of death (generally post 1 April 1972 service for widowers' pension and post 6 April 1988 for civil partners); plus</p> <p>Children's pensions may also be payable.</p>	<p>A lump sum of three times final pay; plus</p> <p>A spouse's, civil partner's or cohabiting partner's pension payable at a rate of 1/160th of the member's total (augmented to age 65) membership (generally post 1 April 1972 service for widowers' pension and post 6 April 1988 for civil partners and nominated cohabiting partners), multiplied by final pay; plus</p> <p>Children's pensions may also be payable.</p>	<p>A lump sum of three times annual assumed pensionable pay; plus</p> <p>A spouse's, civil partner's or cohabiting partner's pension payable at a rate of 1/160th of the member's total membership prior to 31 March 2014, (generally post 1 April 1972 service for widowers' pension and post 6 April 1988 for civil partners and nominated cohabiting partners), multiplied by final pay.</p> <p>For the period from 1 April 2014 the spouse, civil partner or cohabiting partner receives a pension calculated in the same way as the member's CARE benefits but using an accrual rate of 1/160 and assuming the member had stayed in active membership until their SPA.</p> <p>Plus</p> <p>Children's pensions may also be payable.</p>
Leaving service options	<p>If the member has completed three months' or more scheme membership, deferred benefits with calculation and payment conditions similar to general retirement provisions (earliest date of payment without employer consent is 60); or</p> <p>A transfer payment to either a new employer's scheme or a suitable insurance policy, equivalent in value to the deferred pension; or</p> <p>If the member has completed less than three months' scheme membership, a return of the member's contributions with interest, less a State Scheme premium deduction and less tax at the rate of 20%.</p>		<p>If the member has completed two years or more scheme membership, deferred benefits with calculation and payment conditions similar to general retirement provisions (earliest date of payment without employer consent is 55); or</p> <p>A transfer payment to either a new employer's scheme or a suitable insurance policy, equivalent in value to the deferred pension; or</p> <p>If the member has completed less than two years scheme membership, a return of the member's contributions with interest, less a State Scheme premium deduction and less tax at the rate of 20%.</p>
State pension scheme	From 6th of April 2016, the Fund will no longer be contracted out of the State Second Pension. Until that date, the benefits payable to each member were guaranteed to be not less than those required to enable the Fund to be contracted-out.		
Assumed pensionable pay	N/A		This applies in cases of reduced contractual pay (CPP) resulting from sickness, child related and reserve forces absence, whereby the amount added to the CPP is the assumed pensionable pay rather than the reduced rate of pay actually received.
50/50 option	N/A		Optional arrangement allowing 50% of main benefits to be accrued on a 50% employee contribution rate.

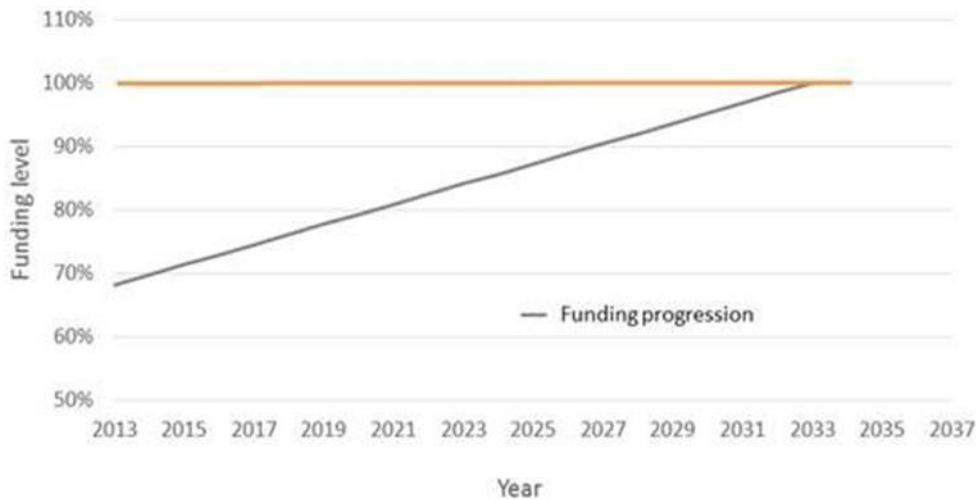
Note: Certain categories of members of the Fund are entitled to benefits that differ from those summarised above.

### Discretionary benefits

The LGPS Regulations give employers a number of discretionary powers. The effect on benefits or contributions as a result of the use of these provisions as currently contained within the Local Government Pension Scheme Regulations has been allowed for in this valuation to the extent that this is reflected in the membership data provided. No allowance has been made for the future use of discretionary powers that will be contained within the scheme from 1 April 2017.

## Appendix C: Risk based approach to setting contribution rates

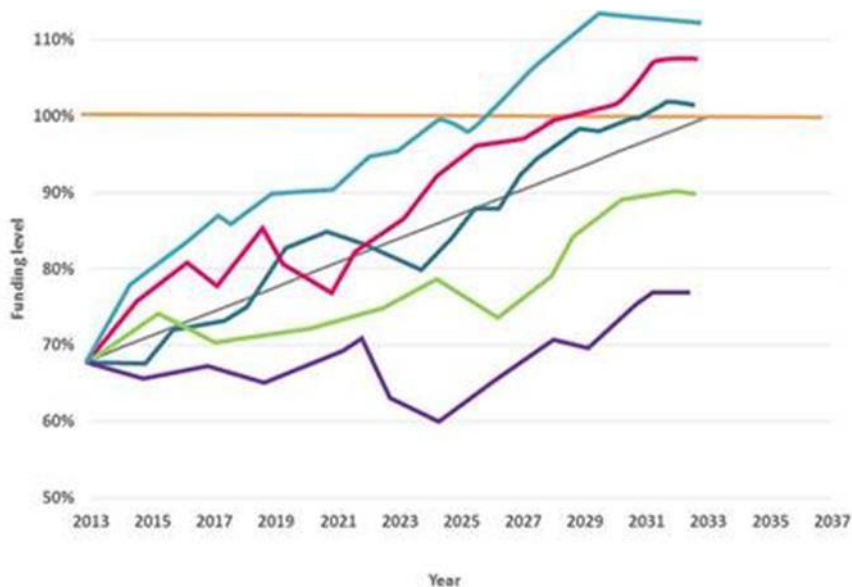
At previous valuations we have set contribution rates by calculating them using a single set of assumptions about the future economic conditions (a ‘deterministic’ method). By using this deterministic method, there is an implicit assumption that the future will follow expectations (i.e. the financial assumptions used in the calculation) and the employer will return to full funding via one ‘journey’. This approach is summarised in the illustrative chart below.



However, pension funding is uncertain as:

- the Fund’s assets are invested in volatile financial markets and therefore they go up and down in value; and
- the pension benefits are linked to inflation which again can go up and down in value over time.

One single set of assumptions is very unlikely to actually match what happens, and therefore, the funding plan originally set out will not evolve in line with the single journey shown above. The actual evolution of the funding position could be one of many different ‘journeys’, and a sample of these are given below.



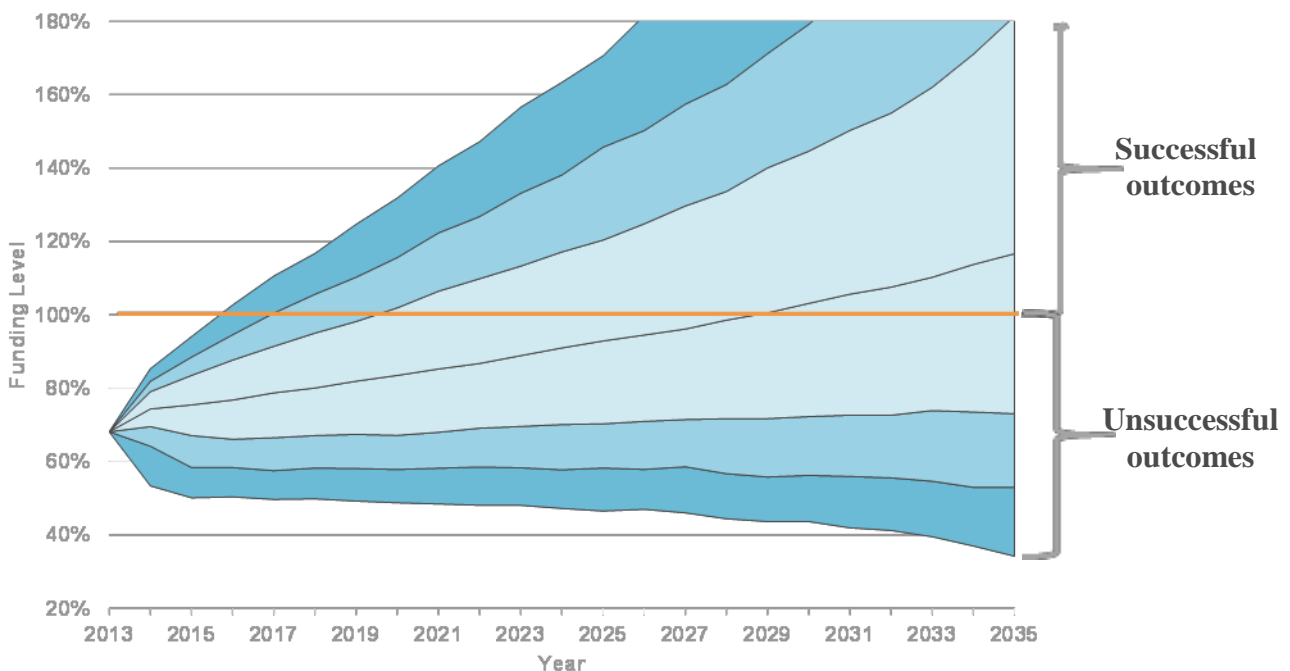
The inherent uncertainty in pension funding creates a risk that a funding plan will not be a success i.e. the funding target will not be reached over the agreed time period.

This risk can never be fully mitigated whilst invested in volatile assets and providing inflation linked benefits, however the main disadvantage of the traditional deterministic method is that it does not allow the Fund, employer, regulators or actuary to assess and understand the risk associated with the proposed funding plan and the likelihood of its success, or otherwise.

### Risk Based Approach

At this valuation, we have adopted a 'risk based' approach when setting contribution rates. This approach considers thousands of simulations (or 'journeys') to be projected of how each employer's assets and liabilities may evolve over the future until we have a distribution of funding outcomes (ratio of assets to liabilities). Each simulation represents a different possible journey of how the assets and liabilities could evolve and they will vary due to assumptions about investment returns, inflation and other financial factors. Further technical detail about the methodology underlying these projections is set out in **Appendix F**.

Once we have a sufficient number of outcomes to form a statistically credible distribution (we use 5,000 outcomes), we can examine what level of contribution rate gives an appropriate likelihood of meeting an employer's funding target (usually a 100% funding level) within the agreed timeframe ('time horizon') (i.e. a sufficient number of successful outcomes). The picture below shows a sample distribution of outcomes for an employer.



Having this 'funnel' of outcomes allows the Fund to understand the likelihood of the actual outcome being higher or lower than a certain level. For example, there is 2/3rds chance the funding level will be somewhere within the light shaded area, and there is a 1 in 100 chance that the funding level will be outside the funnel altogether. Using this 'probability distribution', we then set a contribution rate that leads to a certain amount of funding outcomes being successful (e.g. 2/3rds).

Further detail on the likelihoods used in employer's funding plans is set out in the Fund's Funding Strategy Statement.

## Appendix D: Data

This section contains a summary of the membership, investment and accounting data provided by the Administering Authority for the purposes of this valuation (the corresponding membership and investment data from the previous valuation is also shown for reference). For further details of the data, and the checks and amendments performed in the course of this valuation, please refer to our separate data report.

### Membership data – whole fund

#### Employee members

	31 March 2013		31 March 2016		
	Number	Pensionable Pay* (£000)	Number	Pensionable Pay* (£000)	CARE Pot (£000)
<b>Total employee membership</b>	33,281	527,079	34,762	574,275	20,328

actual pay (not full-time equivalent)

#### Deferred pensioners

	31 March 2013		31 March 2016	
	Number	Deferred pension (£000)	Number	Deferred pension (£000)
<b>Total deferred membership</b>	24,352	31,198	33,131	43,586

The figures above also include any “frozen refunds” and “undecided leavers” members at the valuation date.

#### Current pensioners, spouses and children

	31 March 2013		31 March 2016	
	Number	Pension (£000)	Number	Pension (£000)
Members	20,833	90,661	22,904	101,287
Dependants	3,248	7,975	3,449	9,143
Children	157	182	160	180
<b>Total pensioner members</b>	<b>24,238</b>	<b>98,819</b>	<b>26,513</b>	<b>110,609</b>

Note that the membership numbers in the table above refer to the number of records provided to us and so will include an element of double-counting in respect of any members who are in receipt (or potentially in receipt of) more than one benefit.

Membership Profile	Average Age (years)		FWL (years)	
	2013	2016	2013	2016
Employees (CARE)	-	49.1	9.3	9.2
Employees (Final Salary)	51.0	51.8		
Deferred Pensioners	50.0	50.7	-	-
Pensioners	67.1	68.0	-	-

The average ages are weighted by liability.

The expected future working lifetime (FWL) indicates the anticipated length of time that the average employee member will remain as a contributor to the Fund. Note that it allows for the possibility of members leaving, retiring early or dying before retirement.



### Assets at 31 March 2016

A summary of the Fund's assets provided by the Administering Authority (excluding members' money-purchase Additional Voluntary Contributions) as at 31 March 2016 and 31 March 2013 is as follows:

Asset class	31 March 2013 (Market Value) (£000)	Allocation %	31 March 2016 (Market Value) (£000)	Allocation %
UK equities	1,088	35%	1,161	32%
UK fixed interest gilts	254	8%	249	7%
UK corporate bonds	103	3%	243	7%
UK index-linked gilts	177	6%	178	5%
Overseas equities	1,053	34%	1,336	36%
Overseas bonds	81	3%	74	2%
Property	148	5%	243	7%
Cash and net current assets	218	7%	189	5%
<b>Total</b>	<b>3,120</b>	<b>100%</b>	<b>3,672</b>	<b>100%</b>

### Accounting data – revenue account for the three years to 31 March 2016

Consolidated accounts (£000)	Year to			Total
	31 March 2014	31 March 2015	31 March 2016	
<b>Income</b>				
Employer - normal contributions	102,957	111,199	113,577	327,732
Employer - additional contributions	-	-	-	-
Employer - early retirement and augmentation strain contributions	4,283	2,762	1,771	8,815
Employee - normal contributions	34,108	35,829	36,457	106,394
Employee - additional contributions	206	226	188	619
Transfers In Received (including group and individual)	7,367	8,310	2,507	18,184
Other Income	-	-	-	-
<b>Total Income</b>	<b>148,920</b>	<b>158,325</b>	<b>154,500</b>	<b>461,745</b>
<b>Expenditure</b>				
Gross Retirement Pensions	100,310	104,925	109,528	314,763
Lump Sum Retirement Benefits	21,122	25,990	26,628	73,740
Death in Service Lump sum	3,458	3,656	3,466	10,580
Death in Deferment Lump Sum	-	-	-	-
Death in Retirement Lump Sum	-	-	-	-
Gross Refund of Contributions	2	140	301	443
Transfers out (including bulk and individual)	6,878	51,057	6,203	64,138
Fees and Expenses	1,512	1,927	1,881	5,320
<b>Total Expenditure</b>	<b>133,282</b>	<b>187,695</b>	<b>148,007</b>	<b>468,984</b>
<b>Net Cashflow</b>	<b>15,638</b>	<b>-29,370</b>	<b>6,493</b>	<b>-7,239</b>
<b>Assets at start of year</b>	<b>3,120,045</b>	<b>3,323,126</b>	<b>3,694,207</b>	<b>3,120,045</b>
Net cashflow	15,638	-29,370	6,493	-7,239
Change in value	187,443	400,451	-29,097	558,797
<b>Assets at end of year</b>	<b>3,323,126</b>	<b>3,694,207</b>	<b>3,671,603</b>	<b>3,671,603</b>

Note that the figures above are based on the Fund accounts provided to us for the purposes of this valuation, which were fully audited at the time of our valuation calculations.



## Appendix E: Assumptions

### Financial assumptions

Financial assumptions	31 March 2013 (% p.a.)	31 March 2016 (% p.a.)
Discount rate	4.6%	4.0%
Price inflation	2.5%	2.1%
Pay increases*	3.3%	2.7%
Pension increases:		
pension in excess of GMP	2.5%	2.1%
post-88 GMP	2.5%	2.1%
pre-88 GMP	0.0%	0.0%
Revaluation of deferred pension	2.5%	2.1%
Revaluation of accrued CARE pension	2.5%	2.1%
Expenses	0.2%	0.3%

\*An allowance is also made for promotional pay increases (see table below).

### Mortality assumptions

Longevity assumptions	31 March 2016
Longevity - baseline	Vita
Longevity - improvements	
CMI Model version used	CMI_2013
Starting rates	CMI calibration based on data from Club Vita using the latest available data as at January 2014.
Long term rate of improvement	Period effects: 1.25% p.a. for men and women. Cohort effects: 0% p.a. for men and for women.
Period of convergence	Period effects:  CMI model core values i.e. 10 years for ages 50 and below and 5 years for those aged 95 and above, with linear transition to 20 years for those aged between 60 and 80.  Cohort effects:  CMI core i.e. 40 years for those born in 1950 or later declining linearly to 5 years for those born in 1915 or earlier.
Proportion of convergence remaining at mid point	50%

As a member of Club Vita, the baseline longevity assumptions that have been adopted at this valuation are a bespoke set of VitaCurves that are specifically tailored to fit the membership profile of the Fund. These curves are based on the data the Fund has provided us with for the purposes of this valuation. Full details of these are available on request.

We have used a longevity improvement assumption based on the industry standard projection model calibrated with information from our longevity experts in Club Vita. The starting point for the improvements has been based on observed death rates in the Club Vita data bank over the period up to 2012.

We have used the 2013 version of the Continuous Mortality Investigation (CMI) longevity improvements model, instead of the more recent 2015 version, as we do not believe the increased mortality experience factored into the 2015 model is the start of a new trend. We believe it is more appropriate to use the 2013 version of the model for the 2016 valuation.

In the short term we have assumed that the improvements in life expectancy observed up to 2010 will start to tail off immediately, resulting in life expectancy increasing less rapidly than has been seen over the last decade or two. This could be described as assuming that improvements have 'peaked'.

In the longer term we have assumed that increases in life expectancy will stabilise at a rate of increase of 0.9 years per decade for men and women. This is equivalent to assuming that longer term mortality rates will fall at a rate of 1.25% p.a. for men and women.

However, we have assumed that above age 90 improvements in mortality are hard to achieve, and so the long term rate of improvement declines between ages 90 and 120 so that no improvements are seen at ages 120 and over. The initial rate of mortality is assumed to decline steadily above age 98.

### Other demographic valuation assumptions

Retirements in normal health	We have adopted the retirement age pattern assumption as specified by the Scheme Advisory Board for preparing Key Performance Indicators. Further details about this assumption are available on request.
Retirements in ill health	Allowance has been made for ill-health retirements before Normal Pension Age (see table below).
Withdrawals	Allowance has been made for withdrawals from service (see table below).
Family details	A varying proportion of members are assumed to be married (or have an adult dependant) at retirement or on earlier death. For example, at age 60 this is assumed to be 90% for males and 85% for females. Husbands are assumed to be 3 years older than wives.
Commutation	50% of future retirements elect to exchange pension for additional tax free cash up to HMRC limits for service to 1 April 2008 (equivalent 75% for service from 1 April 2008).
50:50 option	5.0% of members (uniformly distributed across the age, service and salary range) will choose the 50:50 option.

The tables below show details of the assumptions actually used for specimen ages. The promotional pay scale is an annual average for all employees at each age. It is in addition to the allowance for general pay inflation described above. For membership movements, the percentages represent the probability that an individual at each age leaves service within the following twelve months. The abbreviations FT and PT refer to full-time and part-time respectively.

The tables below show details of the assumptions actually used for specimen ages. The promotional pay scale is an annual average for all employees at each age. It is in addition to the allowance for general pay inflation described above. For membership movements, the percentages represent the probability that an individual at each age leaves service within the following twelve months. The abbreviations FT and PT refer to full-time and part-time respectively.

### Males

Age	Salary Scale	Incidence per 1000 active members per annum						
		Death Before Retirement	Withdrawals		Ill Health Tier 1		Ill Health Tier 2	
		FT & PT	FT	PT	FT	PT	FT	PT
20	105	0.21	219.73	439.47	0.00	0.00	0.00	0.00
25	117	0.21	145.14	290.28	0.00	0.00	0.00	0.00
30	131	0.26	102.98	205.93	0.00	0.00	0.00	0.00
35	144	0.30	80.46	160.88	0.12	0.09	0.10	0.07
40	150	0.51	64.78	129.48	0.20	0.15	0.16	0.12
45	157	0.85	60.85	121.60	0.44	0.33	0.35	0.27
50	162	1.36	50.16	100.12	1.13	0.85	1.14	0.85
55	162	2.13	39.50	78.88	4.42	3.32	2.56	1.92
60	162	3.83	35.20	70.28	7.78	5.84	2.20	1.65
65	162	6.38	0.00	0.00	14.78	11.09	0.00	0.00

Please note that the withdrawal figures include tier 3 ill health.

### Females

Age	Salary Scale	Incidence per 1000 active members per annum						
		Death Before Retirement	Withdrawals		Ill Health Tier 1		Ill Health Tier 2	
		FT & PT	FT	PT	FT	PT	FT	PT
20	105	0.12	151.58	252.63	0.00	0.00	0.00	0.00
25	117	0.12	101.99	169.97	0.12	0.09	0.10	0.07
30	131	0.18	85.50	142.46	0.16	0.12	0.13	0.10
35	144	0.30	73.79	122.91	0.32	0.24	0.26	0.19
40	150	0.48	61.42	102.26	0.48	0.36	0.39	0.29
45	157	0.77	57.31	95.41	0.65	0.48	0.51	0.39
50	162	1.13	48.32	80.35	1.21	0.91	1.22	0.92
55	162	1.49	36.05	60.02	4.48	3.36	2.60	1.95
60	162	1.90	29.06	48.31	9.51	7.14	2.69	2.01
65	162	2.44	0.00	0.00	17.09	12.82	0.00	0.00

Please note that the withdrawal figures include tier 3 ill health.

## Appendix F: Technical appendix for contribution rate modelling

This appendix is provided for readers seeking to understand the technical methodology used in assessing the employer contribution rates.

In order to assess the likelihood of the employer's section of the Fund achieving full funding we have carried out stochastic asset liability modelling (ALM) that takes into account the main characteristics and features of each employer's share of the Fund's assets and liabilities. For stabilised employers a full ALM, known as comPASS has been used. For other employers a simplified ALM, known as TARGET has been used. Please refer to the Funding Strategy Statement to determine which method has been applied for each employer.

The following sections provide more detail on the background to the modelling.

### Cash flows

In projecting forward the evolution of each employer's section of the Fund, we have used anticipated future benefit cashflows. These cashflows have been generated using the membership data provided for the formal valuation as at 31 March 2016, the demographic and financial assumptions used for the valuation and make an allowance for future new joiners to the Fund (if any employer is open to new entrants).

For comPASS we have estimated future service benefit cash flows and projected salary roll for new entrants (where appropriate) after the valuation date such that payroll remains constant in real terms (i.e. full replacement) unless otherwise stated. There is a distribution of new entrants introduced at ages between 25 and 65, and the average age of the new entrants is assumed to be 40 years. All new entrants are assumed to join and then leave service at SPA, which is a much simplified set of assumptions compared with the modelling of existing members. The base mortality table used for the new entrants is an average of mortality across the LGPS and is not specific to the Fund, which is another simplification compared to the modelling of existing members. TARGET uses a similar but simplified approach to generating new entrants. Nonetheless, we believe that these assumptions are reasonable for the purposes of the modelling given the highly significant uncertainty associated with the level of new entrants.

We do not allow for any variation in actual experience away from the demographic assumptions underlying the cashflows. Variations in demographic assumptions (and experience relative to those assumptions) can result in significant changes to the funding level and contribution rates. We allow for variations in inflation (RPI or CPI as appropriate), inflation expectations (RPI or CPI as appropriate), interest rates, yield curves and asset class returns. Cashflows into and out of the Fund are projected forward in annual increments and are assumed to occur in the middle of each financial year (April to March). Investment strategies are assumed to be rebalanced annually.

### Asset liability model (comPASS)

These cashflows, and the employer's assets, are projected forward using stochastic projections of asset returns and economic factors such as inflation and bond yields. These projections are provided by the Economic Scenario Service (ESS), our (proprietary) stochastic asset model, which is discussed in more detail below.

In the modelling we have assumed that the Fund will undergo valuations every three years and a contribution rate will be set that will come into force one year after the simulated valuation date. For 'stabilised' contributions, the rate at which the contribution changes is

capped and floored. There is no guarantee that such capping or flooring will be appropriate in future; this assumption has been made so as to illustrate the likely impact of practical steps that may be taken to limit changes in contribution rates over time.

Unless stated otherwise, we have assumed that all contributions are made and not varied throughout the period of projection irrespective of the funding position. In practice the contributions are likely to vary especially if the funding level changes significantly.

Investment strategy is also likely to change with significant changes in funding level, but we have not considered the impact of this.

In allowing for the simulated economic scenarios, we have used suitable approximations for updating the projected cashflows. The nature of the approximations is such that the major financial and investment risks can be broadly quantified. However, a more detailed analysis would be required to understand fully the implications and appropriate implementation of a very low risk or 'cash flow matched' strategy.

We would emphasise that the returns that could be achieved by investing in any of the asset classes will depend on the exact timing of any investment/disinvestment. In addition, there will be costs associated with buying or selling these assets. The model implicitly assumes that all returns are net of costs and that investment/disinvestment and rebalancing are achieved without market impact and without any attempt to 'time' entry or exit.

### Asset liability model (TARGET)

TARGET uses a similar, but simplified, modelling approach to that used for comPASS.

Contribution rates are inputs to the model and are assumed not to vary throughout the period of projection, with no valuation every three years or setting of 'stabilised' contribution rates.

In allowing for the simulated economic scenarios, we have used more approximate methods for updating the projected cash flows. The nature of the approximations is such that the major financial and investment risks can be broadly quantified.

When projecting forward the assets, we have modelled a proxy for the Fund's investment strategy by simplifying their current benchmark into growth (UK equity) and non-growth (index-linked gilts) allocations, and then adjusting the volatility of the resultant portfolio results to approximately reflect the diversification benefit of the Fund's investment strategy.

### Economic Scenario Service

The distributions of outcomes depend significantly on the Economic Scenario Service (ESS), our (proprietary) stochastic asset model. This type of model is known as an economic scenario generator and uses probability distributions to project a range of possible outcomes for the future behaviour of asset returns and economic variables. Some of the parameters of the model are dependent on the current state of financial markets and are updated each month (for example, the current level of equity market volatility) while other more subjective parameters do not change with different calibrations of the model.

Key subjective assumptions are the average excess equity return over the risk free asset (tending to approximately 3% p.a. as the investment horizon is increased), the volatility of equity returns (approximately 18% p.a. over the long term) and the level and volatility of yields, credit spreads, inflation and expected (breakeven) inflation, which affect the projected value placed on the liabilities and bond returns. The market for CPI linked



instruments is not well developed and our model for expected CPI in particular may be subject to additional model uncertainty as a consequence. The output of the model is also affected by other more subtle effects, such as the correlations between economic and financial variables.

Our expectation (i.e. the average outcome) is that long term real interest rates will gradually rise from their current low levels. Higher long-term yields in the future will mean a lower value placed on liabilities and therefore our median projection will show, all other things being equal, an improvement in the current funding position (because of the mismatch between assets and liabilities). The mean reversion in yields also affects expected bond returns.

While the model allows for the possibility of scenarios that would be extreme by historical standards, including very significant downturns in equity markets, large systemic and structural dislocations are not captured by the model. Such events are unknowable in effect, magnitude and nature, meaning that the most extreme possibilities are not necessarily captured within the distributions of results.

### Expected Rate of Returns and Volatilities

The following figures have been calculated using 5,000 simulations of the Economic Scenario Service, calibrated using market data as at 31 March 2016. All returns are shown net of fees. Percentiles refer to percentiles of the 5,000 simulations and are the annualised total returns over 5, 10 and 20 years, except for the yields which refer to the (simulated) yields in force at that time horizon. Only a subset of the asset classes are shown below.

The calibration of the model as at 31 March 2016 indicated that a period of outward yield movement is expected. For example, over the next 20 years our model expects the 17 year maturity annualised real (nominal) interest rate to rise from -1.0% (2.2%) to 0.8% (4.0%).

		Annualised total returns												
		Index Linked Gilts (long dated)	UK Equity	Overseas Equity	Private Equity	Property	Senior Loans	Diversified Credit	Absolute Return Bonds (near zero duration)	Diversified Alternatives	Hedge Funds	Inflation	17 year real yield	17 year yield
5 years	16th %ile	-2.9%	-3.7%	-5.6%	-7.2%	-3.8%	-0.8%	0.2%	-2.6%	-2.0%	-3.7%	1.2%	-1.6%	1.7%
	50th %ile	0.5%	4.5%	4.1%	5.3%	2.0%	2.2%	2.3%	2.0%	2.6%	2.1%	2.6%	-0.7%	3.0%
	84th %ile	4.1%	12.7%	14.3%	19.4%	8.3%	5.3%	4.5%	6.8%	7.5%	8.2%	4.2%	0.2%	4.5%
10 years	16th %ile	-1.8%	-1.1%	-2.6%	-3.4%	-1.8%	0.7%	1.3%	-0.8%	-0.1%	-1.3%	1.4%	-1.5%	1.9%
	50th %ile	0.3%	5.0%	4.6%	5.9%	2.8%	3.1%	3.0%	2.6%	3.4%	3.0%	2.8%	-0.3%	3.5%
	84th %ile	2.7%	11.1%	12.1%	16.0%	7.5%	5.6%	4.7%	6.2%	7.2%	7.5%	4.5%	0.9%	5.5%
20 years	16th %ile	-1.0%	1.3%	0.2%	0.3%	0.1%	2.1%	2.4%	1.0%	1.8%	0.7%	1.7%	-0.7%	2.3%
	50th %ile	0.5%	5.9%	5.6%	7.0%	3.7%	4.2%	4.0%	3.6%	4.5%	4.1%	3.0%	0.8%	4.0%
	84th %ile	2.2%	10.7%	11.2%	14.0%	7.6%	6.5%	5.8%	6.5%	7.5%	7.8%	4.4%	2.3%	6.3%
Dispersion (1 yr)		9%	16%	19%	29%	14%	6%	6%	10%	10%	12%	1%		

## Appendix G: Events since valuation date

### Post-valuation events

These valuation results are in effect a snapshot of the Fund as at 31 March 2016. Since that date, various events have had an effect on the financial position of the Fund. Whilst we have not explicitly altered the valuation results to allow for these events, a short discussion of these “post-valuation events” can still be beneficial in understanding the variability of pension funding.

In the period from the valuation date to early March 2017, the Fund asset returns have been significantly better than expected. However, global expectations for future asset returns have fallen in light of events such as the Brexit vote. Both events have roughly cancelled each other out in terms of the impact on the funding position. However, the day to day volatility is significant.

Overall, employer contributions continue to be subject to upwards pressure as a result of post-valuation events.

It should be noted that the above is for information only: the figures in this report have all been prepared using membership data, audited asset information and market-based assumptions all as at 31 March 2016. In particular, we do not propose amending any of the contribution rates listed in the Rates & Adjustments Certificate on the basis of these market changes, and all employer contribution rates are based on valuation date market conditions. In addition, these rates are finalised within a risk-measured framework as laid out in the Fund’s Funding Strategy Statement (FSS). We do not propose altering the FSS or valuation calculations to include allowance for post- valuation date market changes since a long term view has been taken.

### Other events

Other than investment conditions changes above, I am not aware of any material changes at whole fund level or events occurring since the valuation date.

## Appendix H: Rates and adjustments certificate

In accordance with regulation 62(4) of the Regulations we have made an assessment of the contributions that should be paid into the Fund by participating employers for the period 1 April 2017 to 31 March 2020 in order to maintain the solvency of the Fund.

The method and assumptions used to calculate the contributions set out in the Rates and Adjustments certificate are detailed in the Funding Strategy Statement dated March 2017 and our report on the actuarial valuation dated March 2017.

Regulation 62(8) requires a statement of the assumptions on which the certificate is given regarding the number of members, and the associated of liabilities arising, who will become entitled to payment of pensions under the regulations of the LGPS. These assumptions can be found in Appendix E of the 31 March 2016 formal valuation report dated March 2017. These assumptions cover members who become entitled to payment of pension via normal retirement and ill health retirement. Further members will become entitled due to involuntary early retirement (for redundancy and efficiency reasons) for which no allowance has been made. The required minimum contribution rates are set out below.

Employer Code	Employer/Pool name	Primary rate (%)	Secondary Rate (%/£)			Total Contribution rate (%/£)		
		1 April 2017 - 31 March 2020	2017/18	2018/19	2019/20	2017/18	2018/19	2019/20
Councils								
1	Derbyshire County Council	17.0%	-2.5% plus £15,230,000	-2.5% plus £15,382,000	-2.5% plus £15,536,000	14.5% plus £15,230,000	14.5% plus £15,382,000	14.5% plus £15,536,000
133	Derby City Council	16.6%	-3.1% plus £6,844,000	-3.1% plus £6,912,000	-3.1% plus £6,981,000	13.5% plus £6,844,000	13.5% plus £6,912,000	13.5% plus £6,981,000
135	High Peak Borough Council	16.9%	-4.5% plus £1,797,000	-4.5% plus £1,815,000	-4.5% plus £1,833,000	12.4% plus £1,797,000	12.4% plus £1,815,000	12.4% plus £1,833,000
131	Bolsover District Council	16.9%	-3.0% plus £943,000	-3.0% plus £953,000	-3.0% plus £962,000	13.9% plus £943,000	13.9% plus £953,000	13.9% plus £962,000
132	Chesterfield Borough Council	16.5%	-2.3% plus £1,951,000	-2.3% plus £1,971,000	-2.3% plus £1,991,000	14.2% plus £1,951,000	14.2% plus £1,971,000	14.2% plus £1,991,000
136	North East Derbyshire District Council	16.8%	-3.1% plus £1,497,000	-3.1% plus £1,512,000	-3.1% plus £1,527,000	13.7% plus £1,497,000	13.7% plus £1,512,000	13.7% plus £1,527,000
137	South Derbyshire District Council	16.6%	-2.8% plus £665,000	-2.8% plus £671,000	-2.8% plus £678,000	13.8% plus £665,000	13.8% plus £671,000	13.8% plus £678,000
138	Derbyshire Dales District Council	16.3%	-2.7% plus £632,000	-2.7% plus £639,000	-2.7% plus £645,000	13.6% plus £632,000	13.6% plus £639,000	13.6% plus £645,000
130	Amber Valley Borough Council	17.1%	-3.1% plus £1,036,000	-3.1% plus £1,047,000	-3.1% plus £1,057,000	14.0% plus £1,036,000	14.0% plus £1,047,000	14.0% plus £1,057,000
134	Erewash Borough Council	16.5%	-3.4% plus £1,103,000	-3.4% plus £1,114,000	-3.4% plus £1,125,000	13.1% plus £1,103,000	13.1% plus £1,114,000	13.1% plus £1,125,000
-	Town and Parish Councils (Pre 2001)	17.5%	6.3%	6.3%	6.3%	23.8%	23.8%	23.8%
-	Town and Parish Councils (Post 2001)	18.2%	-1.0%	-1.0%	-1.0%	17.2%	17.2%	17.2%
Other Scheduled Bodies								
139	Chesterfield Crematorium	16.7%	1.1% plus £28,000	1.1% plus £29,000	1.1% plus £29,000	17.8% plus £28,000	17.8% plus £29,000	17.8% plus £29,000
123	Derby Homes Ltd	16.2%	-2.8% plus £284,000	-2.8% plus £287,000	-2.8% plus £290,000	13.4% plus £284,000	13.4% plus £287,000	13.4% plus £290,000
403	Derbyshire Fire & Rescue	16.3%	-3.1% plus £167,000	-3.1% plus £168,000	-3.1% plus £170,000	13.2% plus £167,000	13.2% plus £168,000	13.2% plus £170,000
401	Police and Crime Commissioner for Derbyshire	16.2%	-3.3% plus £1,436,000	-3.3% plus £1,451,000	-3.3% plus £1,465,000	12.9% plus £1,436,000	12.9% plus £1,451,000	12.9% plus £1,465,000
40	Peak District National Park Authority	17.0%	-3.0% plus £219,000	-3.0% plus £221,000	-3.0% plus £224,000	14.0% plus £219,000	14.0% plus £221,000	14.0% plus £224,000
126	Rykneld Homes	16.4%	0.0%	0.0%	0.0%	16.4%	16.4%	16.4%
Further Education Establishments								
169	University of Derby	16.5%	-3.8% plus £730,000	-3.8% plus £738,000	-3.8% plus £745,000	12.7% plus £730,000	12.7% plus £738,000	12.7% plus £745,000
198	Derby College	17.2%	-3.5% plus £432,000	-3.5% plus £437,000	-3.5% plus £441,000	13.7% plus £432,000	13.7% plus £437,000	13.7% plus £441,000
192	Chesterfield College	16.9%	-3.0% plus £155,000	-3.0% plus £156,000	-3.0% plus £158,000	13.9% plus £155,000	13.9% plus £156,000	13.9% plus £158,000
422	Landau Forte College	15.8%	-3.5% plus £3,000	-3.5% plus £3,000	-3.5% plus £3,000	12.3% plus £3,000	12.3% plus £3,000	12.3% plus £3,000
Admitted Bodies								
120	Amber Valley Housing	26.7%	-2.8% plus £103,000	-2.8% plus £103,000	-2.8% plus £103,000	23.9% plus £103,000	23.9% plus £103,000	23.9% plus £103,000
124	Three Valleys Housing Ltd	26.9%	-4.6% plus £161,000	-4.6% plus £161,000	-4.6% plus £161,000	22.3% plus £161,000	22.3% plus £161,000	22.3% plus £161,000
128	Dales Housing	29.3%	-1.2% plus £18,000	-1.2% plus £18,000	-1.2% plus £18,000	28.1% plus £18,000	28.1% plus £18,000	28.1% plus £18,000
170	Crich Tramway Museum	27.4%	-3.4% plus £15,000	-3.4% plus £15,000	-3.4% plus £15,000	24.0% plus £15,000	24.0% plus £15,000	24.0% plus £15,000
176	Derbyshire Coalition for Inclusive Living (DCIL)	31.0%	-4.3% plus £15,000	-4.3% plus £15,000	-4.3% plus £15,000	26.7% plus £15,000	26.7% plus £15,000	26.7% plus £15,000
184	Chesterfield Care Group	26.9%	-1.7%	-1.7%	-1.7%	25.2%	25.2%	25.2%
185	Belper Leisure Centre Ltd	28.5%	2.9%	2.9%	2.9%	31.4%	31.4%	31.4%
404	Derbyshire Student Residences Ltd	25.1%	0.7%	0.7%	0.7%	25.8%	25.8%	25.8%
414	Veolia (Chesterfield Refuse)	29.1%	-11.6%	-11.6%	-11.6%	17.5%	17.5%	17.5%
416	Vinci UK Ltd	33.0%	0.0%	0.0%	0.0%	33.0%	33.0%	33.0%
417	Veolia (Amber Valley Refuse)	30.2%	-24.1%	-24.1%	-24.1%	6.1%	6.1%	6.1%
418	Initial Facilities Management	32.7%	-25.6%	-25.6%	-25.6%	7.1%	7.1%	7.1%
419	Initial Catering Services Ltd	31.2%	-11.0%	-11.0%	-11.0%	20.2%	20.2%	20.2%
420	Leisure Amber Valley	26.3%	-12.5%	-12.5%	-12.5%	13.8%	13.8%	13.8%
424	Balfour Beatty	27.4%	-10.9%	-10.9%	-10.9%	16.5%	16.5%	16.5%
425	Macintyre Care	29.5%	-27.5%	-27.5%	-27.5%	2.0%	2.0%	2.0%
426	SIV Enterprises Ltd	27.2%	-22.6%	-22.6%	-22.6%	4.6%	4.6%	4.6%
427	Veolia Ltd (High Peak Refuse)	28.6%	-23.3%	-23.3%	-23.3%	5.3%	5.3%	5.3%
428	Leisure High Peak	26.5%	-25.1%	-25.1%	-25.1%	1.4%	1.4%	1.4%
433	Absolutely Catering	31.3%	-16.9%	-16.9%	-16.9%	14.4%	14.4%	14.4%
435	Superclean - Fire	30.2%	-19.0%	-19.0%	-19.0%	11.2%	11.2%	11.2%
438	Northgate Info Sol UK Ltd (SDDC)	27.0%	-3.5%	-3.5%	-3.5%	23.5%	23.5%	23.5%
441	Arvato Government Services (Sefton) Ltd	28.7%	-14.2%	-14.2%	-14.2%	14.5%	14.5%	14.5%
442	Kier Ltd	27.3%	-13.5%	-13.5%	-13.5%	13.8%	13.8%	13.8%
443	Mitie Facilities Services Ltd	30.8%	6.9%	6.9%	6.9%	37.7%	37.7%	37.7%
444	Compass Services (DCC)	29.4%	-12.9%	-12.9%	-12.9%	16.5%	16.5%	16.5%
445	Barnardos	29.0%	-7.9%	-7.9%	-7.9%	21.1%	21.1%	21.1%
446	Active Nation	28.2%	£2,000	£2,000	£2,000	28.2% plus £2,000	28.2% plus £2,000	28.2% plus £2,000
451	Compass Contract Services (UK) Ltd	27.6%	-17.3%	-17.3%	-17.3%	10.3%	10.3%	10.3%
453	Clean Slate (UK) Ltd (Pottery)	30.4%	£600	£600	£600	30.4% plus £600	30.4% plus £600	30.4% plus £600
454	Clean Slate (UK) Ltd (City)	26.7%	-3.9%	-3.9%	-3.9%	22.8%	22.8%	22.8%
456	Vinci Construction UK Ltd	24.4%	-5.6%	-5.6%	-5.6%	18.8%	18.8%	18.8%
457	Derby Museums & Art Trust	26.7%	-7.5%	-7.5%	-7.5%	19.2%	19.2%	19.2%
458	Elior UK	32.7%	0.0%	0.0%	0.0%	32.7%	32.7%	32.7%
460	Balfour Beatty (Derby BSF)	25.4%	-4.8%	-4.8%	-4.8%	20.6%	20.6%	20.6%
461	European Electronique LTD	22.0%	-8.6%	-8.6%	-8.6%	13.4%	13.4%	13.4%
466	Arvato (DDDC)	29.3%	-15.5%	-15.5%	-15.5%	13.8%	13.8%	13.8%
467	Derby County Community Trust	23.1%	0.0%	0.0%	0.0%	23.1%	23.1%	23.1%
468	Aspens Services Ltd	27.1%	1.1% plus £1,000	1.1% plus £1,000	1.1% plus £1,000	28.2% plus £1,000	28.2% plus £1,000	28.2% plus £1,000
469	Elite Cleaning & Environmental Services	32.8%	0.0%	0.0%	0.0%	32.8%	32.8%	32.8%
470	Vinci Construction UK Ltd - Ashcroft & Portway	33.2%	-1.5%	-1.5%	-1.5%	31.7%	31.7%	31.7%
471	NSL Ltd	28.4%	-6.1%	-6.1%	-6.1%	22.3%	22.3%	22.3%
472	Mellors Catering	28.5%	-2.8%	-2.8%	-2.8%	25.7%	25.7%	25.7%
473	Vinci plc (Ravensdale)	31.8%	-1.9%	-1.9%	-1.9%	29.9%	29.9%	29.9%
474	7 Hills	28.6%	-3.3%	-3.3%	-3.3%	25.3%	25.3%	25.3%



Employer Code	Employer/Pool name	Primary rate (%)	Secondary Rate (%/£)			Total Contribution rate (%/£)		
		1 April 2017 - 31	2017/18	2018/19	2019/20	2017/18	2018/19	2019/20
Academies								
199	Derby Manufacturing University Technical College	15.2%	5.9%	5.9%	5.9%	21.1%	21.1%	21.1%
335	Chellaston Academy	18.1%	2.8%	2.8%	2.8%	20.9%	20.9%	20.9%
336	Ecclesbourne School	16.7%	5.9%	5.9%	5.9%	22.6%	22.6%	22.6%
337	Kirk Hallam Community Technology & Sports College	16.4%	2.0%	2.0%	2.0%	18.4%	18.4%	18.4%
338	John Port School	16.6%	3.8%	3.8%	3.8%	20.4%	20.4%	20.4%
340	Brookfield Academy	17.4%	2.6%	2.6%	2.6%	20.0%	20.0%	20.0%
341	The Long Eaton School	16.8%	3.1%	3.1%	3.1%	19.9%	19.9%	19.9%
342	West Park School	17.6%	3.6%	3.6%	3.6%	21.2%	21.2%	21.2%
343	Queen Elizabeth's Grammar School Ashbourne Academy <sup>1</sup>	17.8%	2.4%	2.4%	2.4%	20.2%	20.2%	20.2%
345	Hope Valley College	17.6%	5.7%	5.7%	5.7%	23.3%	23.3%	23.3%
347	Pennine Way Junior Academy	17.7%	2.0%	2.0%	2.0%	19.7%	19.7%	19.7%
348	Heanor Gate Science College	17.5%	3.0%	3.0%	3.0%	20.5%	20.5%	20.5%
349	Lees Brook Community Sports College	16.3%	3.4%	3.4%	3.4%	19.7%	19.7%	19.7%
350	Cavendish Learning Trust <sup>2</sup>	17.6%	1.7%	1.7%	1.7%	19.3%	19.3%	19.3%
351	Redhill Primary School	18.8%	1.9%	1.9%	1.9%	20.7%	20.7%	20.7%
352	St John Houghton Catholic Voluntary Academy	16.9%	3.7%	3.7%	3.7%	20.6%	20.6%	20.6%
353	Allestree Woodlands School	16.5%	3.4%	3.4%	3.4%	19.9%	19.9%	19.9%
354	Grampian Primary Academy	15.7%	3.5%	3.5%	3.5%	19.2%	19.2%	19.2%
360	St Benedict Voluntary Catholic Academy	16.8%	5.2%	5.2%	5.2%	22.0%	22.0%	22.0%
361	St Marys Catholic High School Academy Trust	17.3%	4.1%	4.1%	4.1%	21.4%	21.4%	21.4%
362	St John fisher Catholic Voluntary Academy	18.6%	3.1%	3.1%	3.1%	21.7%	21.7%	21.7%
363	St Georges Voluntary Catholic Academy	16.2%	3.9%	3.9%	3.9%	20.1%	20.1%	20.1%
364	Wyndham Primary Academy (Boulton Primary School)	15.3%	1.4%	1.4%	1.4%	16.7%	16.7%	16.7%
365	The Bolsover School	18.0%	2.9%	2.9%	2.9%	20.9%	20.9%	20.9%
366	Landau Forte Academy Moorhead	16.2%	3.4%	3.4%	3.4%	19.6%	19.6%	19.6%
367	Derby Pride Academy	13.2%	2.3%	2.3%	2.3%	15.5%	15.5%	15.5%
368	Merrill Academy	16.2%	6.3%	6.3%	6.3%	22.5%	22.5%	22.5%
369	City of Derby Academy	16.9%	5.9%	5.9%	5.9%	22.8%	22.8%	22.8%
370	Ormiston Ilkeston Enterprise Academy	17.8%	5.9%	5.9%	5.9%	23.7%	23.7%	23.7%
371	English Martyrs	17.1%	1.4%	1.4%	1.4%	18.5%	18.5%	18.5%
372	Newbold CofE Primary School	16.8%	0.5%	0.5%	0.5%	17.3%	17.3%	17.3%
373	Bishop Lonsdale CofE	17.7%	8.1%	8.1%	8.1%	25.8%	25.8%	25.8%
374	The Al Madinah School	15.5%	4.5%	4.5%	4.5%	20.0%	20.0%	20.0%
375	Ripley Academy	17.2%	7.8%	7.8%	7.8%	25.0%	25.0%	25.0%
376	St Joseph's Catholic Primary School Voluntary Academy	16.7%	0.9%	0.9%	0.9%	17.6%	17.6%	17.6%
377	Dovedale Primary School (Willows Academy Trust)	17.5%	3.4%	3.4%	3.4%	20.9%	20.9%	20.9%
378	Sawley Infant School	17.5%	2.5%	2.5%	2.5%	20.0%	20.0%	20.0%
379	Sawley Junior School (Willows Academy Trust)	17.4%	3.8%	3.8%	3.8%	21.2%	21.2%	21.2%
380	Shardlow Primary School (Willows Academy Trust)	18.1%	5.2%	5.2%	5.2%	23.3%	23.3%	23.3%
381	Immaculate Conception Academy Trust	16.0%	4.7%	4.7%	4.7%	20.7%	20.7%	20.7%
382	Allenton Primary	16.6%	11.3%	11.3%	11.3%	27.9%	27.9%	27.9%
383	Outwood Academy Newbold (Newbold Community School)	17.2%	3.0%	3.0%	3.0%	20.2%	20.2%	20.2%
384	Turnditch Primary	17.1%	3.1%	3.1%	3.1%	20.2%	20.2%	20.2%
385	William Gilbert Primary	17.8%	3.4%	3.4%	3.4%	21.2%	21.2%	21.2%
386	St Laurence Primary School	17.1%	4.1%	4.1%	4.1%	21.2%	21.2%	21.2%
387	Akaal Academy Trust Derby Limited	17.7%	1.8%	1.8%	1.8%	19.5%	19.5%	19.5%
388	Inkersall Primary School	17.2%	3.0%	3.0%	3.0%	20.2%	20.2%	20.2%
389	St Philip Howard Catholic Voluntary Academy	16.4%	3.8%	3.8%	3.8%	20.2%	20.2%	20.2%
390	St Giles CofE Aided Primary School	17.6%	2.7%	2.7%	2.7%	20.3%	20.3%	20.3%
439	Shirebrook Academy	17.0%	3.4%	3.4%	3.4%	20.4%	20.4%	20.4%

<sup>1</sup>The contribution rates shown allow for two schools joining the multi-academy trust as at 1 April 2017.

<sup>2</sup>The contribution rates shown allow for two schools joining the multi-academy trust as at 1 September 2016.

## Notes

Contributions expressed as a percentage of payroll and monetary amounts (where appropriate) should be paid into Derbyshire Pension Fund ('the Fund') at a frequency in accordance with the requirements of the Regulations.

Further sums should be paid into the Fund to meet the cost of any non-ill health early retirement or augmentation (i.e. additional membership or additional pension) using methods and factors issued by me from time to time, or GAD guidance if I consider it to be appropriate. In addition, further sums may be required to meet the capital costs of any ill-health retirements that exceed these included within my assumptions.

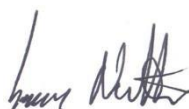
The certified contribution rates represent the minimum level of contributions to be paid. Employing authorities may pay further amounts at any time and future periodic contributions may be adjusted on a basis approved by the Fund actuary.

If an employer has ill health liability insurance in place with a suitable insurer and provides satisfactory evidence to the Administering Authority, then their Primary Rate may be reduced by the cost of their insurance premium, for the period the insurance is in place.

The Town and Parish Councils are split as per the following table:

<b>Town and Parish Councils (Pre 2001)</b>	<b>Town and Parish Councils (Post 2001)</b>
Ashbourne Town Council	Alfreton Town Council
Bakewell Town Council	Breaston Parish Council
Belper Town Council	Bretby Parish Council
Clay Cross Parish Council	Burnaston Parish Council
Dronfield Town Council	Codnor Parish Council
Dronfield Town Council	Darley Dale Town Council
Eckington Parish Council	Heanor & Loscoe Town Council
Elmton Parish Council	Heath & Holmewood Parish Council
Glapwell Parish Council	Kilburn Parish Council
Holymoorside Parish Council	Morton Parish Council
Killamarsh Parish Council	North Wingfield Parish Council
Matlock Town Council	Shardlow & Great Wilne Parish Council
New Mills Town Council	Stenson Fields Parish Council
Old Bolsover Town Council	Tibshelf Parish Council
Pinxton Parish Council	Ticknall Parish Council
Shirebrook Town Council	Tupton Parish Council
Smalley Parish Council	Wingerworth Parish Council
Staveley Town Council	
Whaley Bridge Town Council	
Whitwell Parish Council	
Willington Parish Council	
Wirksworth Town Council	

Signature:




Date: 31 March 2017

31 March 2017

Name: Geoff Nathan

Richard Warden

Qualification: Fellow of the Institute and  
Faculty of Actuaries

Fellow of the Institute and  
Faculty of Actuaries

Firm: Hymans Robertson LLP

Hymans Robertson LLP

20 Waterloo Street

20 Waterloo Street

Glasgow

Glasgow

G2 6DB

G2 6DB

# Derbyshire Pension Fund

Funding Strategy Statement

**March 2017**

Approved by Pensions and Investments Committee 20 March 2017

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## 1 Introduction

### 1.1 What is this document?

This is the Funding Strategy Statement (FSS) of the Derbyshire Pension Fund (“the Fund”), which is administered by Derbyshire County Council, (“the Administering Authority”).

It has been prepared by the Administering Authority in collaboration with the Fund’s actuary, Hymans Robertson LLP, and after consultation with the Fund’s employers and investment adviser. It is effective from 16 March 2017..

### 1.2 What is the Derbyshire Pension Fund?

The Fund is part of the national Local Government Pension Scheme (LGPS). The LGPS was set up by the UK Government to provide retirement and death benefits for local government employees, and those employed in similar or related bodies, across the whole of the UK. The Administering Authority runs the Derbyshire Fund, in effect the LGPS for the Derbyshire area, to make sure it:

- receives the proper amount of contributions from employees and employers, and any transfer payments;
- invests the contributions appropriately, with the aim that the Fund’s assets grow over time with investment income and capital growth; and
- uses the assets to pay Fund benefits to the members (as and when they retire, for the rest of their lives), and to their dependants (as and when members die), as defined in the LGPS Regulations. Assets are also used to pay transfer values and administration costs.

The roles and responsibilities of the key parties involved in the management of the Fund are summarised in [Appendix B](#).

### 1.3 Why does the Fund need a Funding Strategy Statement?

Employees’ benefits are guaranteed by the LGPS Regulations, and do not change with market values or employer contributions. Investment returns will help pay for some of the benefits, but probably not all, and certainly with no guarantee. Employees’ contributions are fixed in those Regulations also, at a level which covers only part of the cost of the benefits.

Therefore, employers need to pay the balance of the cost of delivering the benefits to members and their dependants.

The FSS focuses on how employer liabilities are measured, the pace at which these liabilities are funded, and how employers or pools of employers pay for their own liabilities. This statement sets out how the Administering Authority has balanced the conflicting aims of:

- affordability of employer contributions,
- transparency of processes,
- stability of employers’ contributions, and
- prudence in the funding basis.

There are also regulatory requirements for an FSS, as given in [Appendix A](#).

The FSS is a summary of the Fund's approach to funding its liabilities, and this includes reference to the Fund's other policies; it is not an exhaustive statement of policy on all issues. The FSS forms part of a framework which includes:

- the LGPS Regulations;
- the Rates and Adjustments Certificate (confirming employer contribution rates for the next three years) which can be found in an appendix to the formal valuation report;
- the Fund's policies on admissions, cessations and bulk transfers;
- actuarial factors for valuing individual transfers, early retirement costs and the costs of buying added service; and
- the Fund's Investment Strategy Statement (see [Section 4](#))

### 1.4 How does the Fund and this FSS affect me?

This depends who you are:

- a member of the Fund, i.e. a current or former employee, or a dependant: the Fund needs to be sure it is collecting and holding enough money so that your benefits are always paid in full;
- an employer in the Fund (or which is considering joining the Fund): you will want to know how your contributions are calculated from time to time, that these are fair by comparison to other employers in the Fund, and in what circumstances you might need to pay more. Note that the FSS applies to all employers participating in the Fund;
- an Elected Member whose council participates in the Fund: you will want to be sure that the council balances the need to hold prudent reserves for members' retirement and death benefits, with the other competing demands for council money;
- a Council Tax payer: your council seeks to strike the balance above, and also to minimise cross-subsidies between different generations of taxpayers.

### 1.5 What does the FSS aim to do?

The FSS sets out the objectives of the Fund's funding strategy, such as:

- to ensure the long-term solvency of the Fund, using a prudent long term view. This will ensure that sufficient funds are available to meet all members'/dependants' benefits as they fall due for payment;
- to ensure that employer contribution rates are reasonably stable where appropriate;
- to minimise the long-term cash contributions which employers need to pay to the Fund, by recognising the link between assets and liabilities and adopting an investment strategy which balances risk and return (**NB** this will also minimise the costs to be borne by Council Tax payers);

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- to reflect the different characteristics of different employers in determining contribution rates. This involves the Fund having a clear and transparent funding strategy to demonstrate how each employer can best meet its own liabilities over future years; 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.

### 1.6 How do I find my way around this document?

In [Section 2](#) there is a brief introduction to some of the main principles behind funding, i.e. deciding how much an employer should contribute to the Fund from time to time.

In [Section 3](#) we outline how the Fund calculates the contributions payable by different employers in different situations.

In [Section 4](#) we show how the funding strategy is linked with the Fund's investment strategy.

In the [Appendices](#) we cover various issues in more detail if you are interested:

- A. the regulatory background, including how and when the FSS is reviewed,
- B. who is responsible for what,
- C. what issues the Fund needs to monitor, and how it manages its risks,
- D. some more details about the actuarial calculations required,
- E. the assumptions which the Fund actuary currently makes about the future,
- F. a [glossary](#) explaining the technical terms occasionally used here.

If you have any other queries please contact Nigel Dowey, Pensions Manager in the first instance at e-mail address ([nigel.dowey@derbyshire.gov.uk](mailto:nigel.dowey@derbyshire.gov.uk)).

## 2 Basic Funding issues

(More detailed and extensive descriptions are given in [Appendix D](#)).

### 2.1 How does the actuary measure the required contribution rate?

In essence this is a three-step process:

1. Calculate the ultimate funding target for that employer, i.e. the ideal amount of assets it should hold in order to be able to pay all its members' benefits. See [Appendix E](#) for more details of what assumptions we make to determine that funding target;
2. Determine the time horizon over which the employer should aim to achieve that funding target. See the table in [3.3](#) and [Note \(c\)](#) for more details;
3. Calculate the employer contribution rate such that it has at least a given probability of achieving that funding target over that time horizon, allowing for different likelihoods of various possible economic outcomes over that time horizon. See [2.3](#) below, and the table in [3.3 Note \(e\)](#) for more details.

### 2.2 What is each employer's contribution rate?

This is described in more detail in [Appendix D](#). Employer contributions are normally made up of two elements:

- a) the estimated cost of benefits being built up each year, after deducting the members' own contributions and including administration expenses. This is referred to as the "*Primary rate*", and is expressed as a percentage of members' pensionable pay; plus
- b) an adjustment for the difference between the Primary rate above, and the actual contribution the employer needs to pay, referred to as the "*Secondary rate*". In broad terms, payment of the Secondary rate will aim to return the employer to full funding over an appropriate period (the "time horizon"). The Secondary rate may be expressed as a percentage of pay and/or a monetary amount in each year.

The rates for all employers are shown in the Fund's Rates and Adjustments Certificate, which forms part of the formal Actuarial Valuation Report. Employers' contributions are expressed as minima, with employers able to pay contributions at a higher rate. Account of any higher rate will be taken by the Fund actuary at subsequent valuations, i.e. will be reflected as a credit when next calculating the employer's contributions.

### 2.3 What different types of employer participate in the Fund?

Historically the LGPS was intended for local authority employees only. However over the years, with the diversification and changes to delivery of local services, many more types and numbers of employers now participate. There are currently more employers in the Fund than ever before, a significant part of this being due to new academies.



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In essence, participation in the LGPS is open to public sector employers providing some form of service to the local community. Whilst the majority of members will be local authority employees (and ex-employees), the majority of participating employers are those providing services in place of (or alongside) local authority services: academy schools, contractors, housing associations, charities, etc.

The LGPS Regulations define various types of employer as follows:

**Scheduled bodies** - councils, and other specified employers such as academies and further education establishments. These must provide access to the LGPS in respect of their employees who are not eligible to join another public sector scheme (such as the Teachers Scheme). These employers are so-called because they are specified in a schedule to the LGPS Regulations.

It is now possible for Local Education Authority schools to convert to academy status, and for other forms of school (such as Free Schools) to be established under the academies legislation. All such **academies (or Multi Academy Trusts)**, as employers of non-teaching staff, become separate new employers in the Fund. As academies are defined in the LGPS Regulations as “Scheduled Bodies”, the Administering Authority has no discretion over whether to admit them to the Fund, and the academy has no discretion whether to continue to allow its non-teaching staff to join the Fund. There has also been guidance issued by the DCLG regarding the terms of academies’ membership in LGPS Funds.

**Designating employers** - employers such as town and parish councils are able to participate in the LGPS via resolution (and the Fund cannot refuse them entry where the resolution is passed). These employers can designate which of their employees are eligible to join the scheme.

Other employers are able to participate in the Fund via an admission agreement, and are referred to as ‘admission bodies’. These employers are generally those with a “community of interest” with another scheme employer – **community admission bodies** (“CAB”) or those providing a service on behalf of a scheme employer – **transferee admission bodies** (“TAB”). CABs will include housing associations and charities, TABs will generally be contractors. The Fund is able to set its criteria for participation by these employers and can refuse entry if the requirements as set out in the Fund’s admissions policy are not met. (NB The terminology CAB and TAB has been dropped from recent LGPS Regulations, which instead combine both under the single term ‘admission bodies’; however, we have retained the old terminology here as we consider it to be helpful in setting funding strategies for these different employers.

#### 2.4 How does the measured contribution rate vary for different employers?

All three steps above are considered when setting contributions (more details are given in [Section 3](#) and [Appendix D](#)).

1. The **funding target** is based on a set of assumptions about the future, (e.g. investment returns, inflation, pensioners’ life expectancies). However, if an employer is approaching the end of its participation in the Fund then its funding target may be set on a more prudent basis, so that its liabilities are less likely to be spread among other employers after its cessation;

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2. The **time horizon** required is, in broad terms, the period over which any deficit is to be recovered. A shorter period will lead to higher contributions, and vice versa (all other things being equal). Employers may be given a lower time horizon if they have a less permanent anticipated membership, or do not have tax-raising powers to increase contributions if investment returns under-perform; and
3. The **probability of achieving** the funding target over that time horizon will be dependent on the Fund's view of the strength of employer covenant and its funding profile. Where an employer is considered to be weaker, or potentially ceasing from the Fund, then the required probability will be set higher, which in turn will increase the required contributions (and vice versa).

For some employers it may be agreed to pool contributions, see [3.4](#).

Any costs of non ill-health early retirements must be paid by the employer, see [3.6](#).

Costs of ill-health early retirements are covered in [3.7](#) and [3.8](#).

## 2.5 How is a deficit (or surplus) calculated?

An employer's "funding level" is defined as the ratio of:

- the market value of the employer's share of assets (see [Appendix D](#), section [D5](#), for further details of how this is calculated), to
- the value placed by the actuary on the benefits built up to date for the employer's employees and ex- employees (the "liabilities"). The Fund actuary agrees with the Administering Authority the assumptions to be used in calculating this value.

If this is less than 100% then it means the employer has a shortfall, which is the employer's deficit; if it is more than 100% then the employer is said to be in surplus. The amount of deficit or shortfall is the difference between the asset value and the liabilities value.

It is important to note that the deficit/surplus and funding level are only measurements at a particular point in time, on a particular set of assumptions about the future. Whilst we recognise that various parties will take an interest in these measures, for most employers the key issue is how likely it is that their contributions will be sufficient to pay for their members' benefits (when added to their existing asset share and anticipated investment returns).

In short, deficits and funding levels are short term measures, whereas contribution-setting is a longer term issue.

#### 2.6 How does the Fund recognise that contribution levels can affect council and employer service provision, and council tax?

The Administering Authority and the Fund actuary are acutely aware that, all other things being equal, a higher contribution required to be paid to the Fund will mean less cash available for the employer to spend on the provision of services. For instance:

- Higher Pension Fund contributions may result in reduced council spending, which in turn could affect the resources available for council services, and/or greater pressure on council tax levels;
- Contributions which Academies pay to the Fund will therefore not be available to pay for providing education; and
- Other employers will provide various services to the local community, perhaps through housing associations, charitable work, or contracting council services. If they are required to pay more in pension contributions to the LGPS then this may affect their ability to provide the local services at a reasonable cost.

Whilst all this is true, it should also be borne in mind that:

- The Fund provides invaluable financial security to local families, whether to those who formerly worked in the service of the local community who have now retired, or to their families after their death;
- The Fund must have the assets available to meet these retirement and death benefits, which in turn means that the various employers must each pay their own way. Lower contributions today will mean higher contributions tomorrow: deferring payments does not alter the employer's ultimate obligation to the Fund in respect of its current and former employees;
- Each employer will generally only pay for its own employees and ex-employees (and their dependants), not for those of other employers in the Fund;
- The Fund strives to maintain reasonably stable employer contribution rates where appropriate and possible. However, a recent shift in regulatory focus means that solvency within each generation is considered by the Government to be a higher priority than stability of contribution rates;
- The Fund wishes to avoid the situation where an employer falls so far behind in managing its funding shortfall that its deficit becomes unmanageable in practice: such a situation may lead to employer insolvency and the resulting deficit falling on the other Fund employers. In that situation, those employers' services would in turn suffer as a result;
- Council contributions to the Fund should be at a suitable level, to protect the interests of different generations of council tax payers. For instance, underpayment of contributions for some years will need to be balanced by overpayment in other years; the council will wish to minimise the extent to which council tax payers in one period are in effect benefitting at the expense of those paying in a different period.

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Overall, therefore, there is clearly a balance to be struck between the Fund's need for maintaining prudent funding levels, and the employers' need to allocate their resources appropriately. The Fund achieves this through various techniques which affect contribution increases to various degrees (see [3.1](#)). In deciding which of these techniques to apply to any given employer, the Administering Authority takes a view on the financial standing of the employer, i.e. its ability to meet its funding commitments and the relevant time horizon.

The Administering Authority is building an employer risk assessment framework using a knowledge base which will be regularly monitored and kept up-to-date. This database will include such information as the type of employer, its membership profile and funding position, any guarantors or security provision, material changes anticipated, etc.

For instance, where the Administering Authority has reasonable confidence that an employer will be able to meet its funding commitments, then the Fund will permit options such as stabilisation ([see 3.3 Note \(b\)](#)), a longer time horizon relative to other employers, and/or a lower probability of achieving their funding target. Such options will temporarily produce lower contribution levels than would otherwise have applied. This is permitted in the expectation that the employer will still be able to meet its obligations for many years to come.

On the other hand, where there is doubt that an employer will be able to meet its funding commitments or withstand a significant change in its commitments, then a higher funding target, and/or a shorter deficit recovery period relative to other employers, and/or a higher probability of achieving the target may be required.

The Fund actively seeks employer input, including to its funding arrangements, through various means: see [Appendix A](#).

## 3 Calculating contributions for individual Employers

### 3.1 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, the Fund's three-step process identifies the key issues:

1. What is a suitably (but not overly) prudent funding target?
2. How long should the employer be permitted to reach that target? This should be realistic but not so long that the funding target is in danger of never actually being achieved.
3. What probability is required to reach that funding target? This will always be less than 100% as we cannot be certain of future market movements. Higher probability "bars" can be used for employers where the Fund wishes to reduce the risk that the employer ceases leaving a deficit to be picked up by other employers.

These and associated issues are covered in 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. Therefore the Administering Authority may, at its sole discretion, direct the actuary to adopt alternative funding approaches on a case by case basis for specific employers.

### 3.2 The effect of paying lower contributions

In limited circumstances the Administering Authority may permit employers to pay contributions at a lower level than is assessed for the employer using the three step process above. At their absolute discretion the Administering Authority may:

- extend the time horizon for targeting full funding;
- adjust the required probability of meeting the funding target;
- permit an employer to participate in the Fund's stabilisation mechanisms;
- permit extended phasing in of contribution rises or reductions;
- pool contributions amongst employers with similar characteristics; and/or
- accept some form of security or guarantee in lieu of a higher contribution rate than would otherwise be the case.

Employers which are permitted to use one or more of the above methods will often be paying, for a time, contributions less than required to meet their funding target, over the appropriate time horizon with the required likelihood of success. Such employers should appreciate that:

- their true long term liability (i.e. the actual eventual cost of benefits payable to their employees and ex- employees) is not affected by the pace of paying

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- contributions;
- lower contributions in the short term will be assumed to incur a greater loss of investment returns on the deficit. Thus, deferring a certain amount of contribution may lead to higher contributions in the long-term; and
- it may take longer to reach their funding target, all other things being equal.

Overleaf ([3.3](#)) is a summary of how the main funding policies differ for different types of employer, followed by more detailed notes where necessary.

[Section 3.4](#) onwards deals with various other funding issues which apply to all employers.

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**3.3 The different approaches used for different employers**

Type of employer	Scheduled Bodies			Community Admission Bodies and Designating Employers		Transferee Admission Bodies
Sub-type	Local Authorities	Police, Fire, Colleges etc	Academies	Open to new entrants	Closed to new entrants	(all)
Funding Target Basis used	Ongoing, assumes long-term Fund participation (see <a href="#">Appendix E</a> )			Ongoing, but may move to “gilts basis” - see <a href="#">Note (a)</a>		Ongoing, assumes fixed contract term in the Fund (see <a href="#">Appendix E</a> )
Primary rate approach	(see <a href="#">Appendix D – D.2</a> )					
Stabilised contribution rate?	Yes - see <a href="#">Note (b)</a>	Yes - see <a href="#">Note (b)</a>	Yes - see <a href="#">Note (b)</a>	No	No	No
Maximum time horizon – <a href="#">Note (c)</a>	19 years	19 years	19 years	12 years	12 years	The lower of 12 years and the outstanding contract term
Secondary rate – <a href="#">Note (d)</a>	Monetary amount	Monetary amount	Percentage of Payroll	Monetary amount	Monetary amount	Monetary amount
Treatment of surplus	Covered by stabilisation arrangement	Covered by stabilisation arrangement	Covered by stabilisation arrangement	Preferred approach: contributions kept at Primary rate. However, reductions may be permitted by the Admin. Authority		Reduce contributions by spreading the surplus over The lower of 12 years and the outstanding contract term
Probability of achieving target – <a href="#">Note (e)</a>	66%	70%	66%	80%	80%	70%
Phasing of contribution changes	Covered by stabilisation arrangement	Covered by stabilisation arrangement	Covered by stabilisation arrangement	3 years	3 years	None
Review of rates – <a href="#">Note (f)</a>	Administering Authority reserves the right to review contribution rates and amounts, and the level of security provided, at regular intervals between valuations					Particularly reviewed in last 3 years of contract
New employer	n/a	n/a	<a href="#">Note (g)</a>	<a href="#">Note (h)</a>		<a href="#">Notes (h) &amp; (i)</a>
Cessation of participation: cessation debt payable	Cessation is assumed not to be generally possible, as Scheduled Bodies are legally obliged to participate in the LGPS. In the rare event of cessation occurring (machinery of Government changes for example), the cessation debt principles applied would be as per <a href="#">Note (j)</a> .			Can be ceased subject to terms of admission agreement. Cessation debt will be calculated on a basis appropriate to the circumstances of cessation – see <a href="#">Note (j)</a> .		Participation is assumed to expire at the end of the contract. Cessation debt (if any) calculated on ongoing basis. Awarding Authority will be liable for future deficits and contributions arising.



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**Note (a) (Basis for CABs and Designating Employers closed to new entrants)**

In the circumstances where:

- the employer is a Designating Employer, or an Admission Body but not a Transferee Admission Body, and
- the employer has no guarantor, and
- the admission agreement is likely to terminate, or the employer is likely to lose its last active member, within a timeframe considered appropriate by the Administering Authority to prompt a change in funding,

the Administering Authority may set a higher funding target (e.g. using a discount rate set equal to 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 possibility of a final deficit payment being required from the employer when a cessation valuation is carried out.

The Administering Authority also reserves the right to adopt the above approach in respect of those Designating Employers and 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 or the Designating Employer alters its designation.

**Note (b) (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 stabilising contributions can still be viewed as a prudent longer-term approach. However, employers whose contribution rates have been "stabilised" (and may therefore be 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 net cash inflow, investment returns and 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), or changes in the security of the employer.

On the basis of extensive modelling carried out for the 2016 valuation exercise (see [Section 4](#)), the stabilised details are as follows:



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Type of employer	Local Authorities	Police, Fire, Colleges etc.	Academies
Max cont increase	1%	1%	1%
Max cont decrease	0%	0%	-1%

The stabilisation criteria and limits will be reviewed at the 31 March 2019 valuation, to take effect from 1 April 2020. However the Administering Authority reserves the right to review the stabilisation criteria and limits at any time before then, on the basis of membership and/or employer changes as described above.

#### Note (c) (Maximum time horizon)

The maximum time horizon starts at the commencement of the revised contribution rate (1 April 2017 for the 2016 valuation). The Administering Authority would normally expect the same period to be used at successive triennial valuations, but would reserve the right to propose alternative time horizons, for example where there were no new entrants.

#### Note (d) (Secondary rate)

For some employers where stabilisation is not being applied, the Secondary contribution rate 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 relatively mature, i.e. has a large Secondary contribution rate (e.g. above 15% of payroll), 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.

#### Note (e) (Probability of achieving funding target)

Each employer has its funding target calculated, and a relevant time horizon over which to reach that target. Contributions are set such that, combined with the employer's current asset share and anticipated market movements over the time horizon, the funding target is achieved with a given minimum probability. A higher required probability bar will give rise to higher required contributions, and vice versa.

The way in which contributions are set using these three steps, and relevant economic projections, is described in further detail in [Appendix D](#).

Different probabilities are set for different employers depending on their nature and circumstances: in broad terms, a higher probability will apply due to one or more of the following:

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- the Fund believes the employer poses a greater funding risk than other employers,
- the employer does not have tax-raising powers;
- the employer does not have a guarantor or other sufficient security backing its funding position; and/or
- the employer is likely to cease participation in the Fund in the short or medium term.

**Note (f) (Regular Reviews)**

Such reviews may be triggered by significant events including but not limited to: 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 (by strengthening the actuarial assumptions adopted and/or moving to monetary levels of deficit recovery contributions), and/or an increased level of security or guarantee.

**Note (g) (New Academy conversions)**

At the time of writing, the Fund's policies on academies' funding issues are as follows:

- i. The new academy will be regarded as a separate employer in its own right and will not be pooled with other employers in the Fund. The only exception is where the academy is part of a Multi Academy Trust (MAT) in which case the academy's figures will be calculated as below but can be combined with those of the other academies in the MAT;
- ii. The new academy's past service liabilities on conversion will be calculated based on its active Fund members on the day before conversion. For the avoidance of doubt, these liabilities will include all past service of those members, but will exclude the liabilities relating to any ex-employees of the school who have deferred or pensioner status;
- iii. The new academy will be allocated an initial asset share from the ceding council's assets in the Fund. This asset share will be calculated using the estimated funding position of the ceding council at the date of academy conversion. The share will be based on the active members' funding level, having first allocated assets in the council's share to fully fund deferred and pensioner members. The asset allocation will be based on market conditions and the academy's active Fund membership on the day prior to conversion;
- iv. The new academy's initial contribution rate will be calculated using market conditions, the council funding position and, membership data, all as at the day prior to conversion;
- v. As an alternative to (iv), the academy will have the option to elect to pay contributions initially in line with the ceding Council instead. However, this election will not alter its

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asset or liability allocation as per (ii) and (iii) above. Ultimately, all academies remain responsible for their own allocated deficit.

The Fund's policies on academies are subject to change in the light of any amendments to DCLG guidance. Any changes will be notified to academies, and will be reflected in a subsequent version of this FSS. In particular, policies (iv) and (v) above will be reconsidered at each valuation.

### Note (h) (New Admission Bodies)

With effect from 1 October 2012, the LGPS 2012 Miscellaneous Regulations introduced mandatory new requirements for all Admission Bodies brought into the Fund from that date. Under these Regulations, all new Admission Bodies will be required to provide some form of security, such as a guarantee from the letting employer, an indemnity or a bond. The security is required to cover some or all of the following:

- the strain cost of any redundancy early retirements resulting from the premature termination of the contract;
- allowance for the risk of asset underperformance;
- allowance for the risk of a fall in gilt yields;
- allowance for the possible non-payment of employer and member contributions to the Fund; and/or
- the current deficit.

Transferee Admission Bodies: For all TABs, the security must be to the satisfaction of the Administering Authority as well as the letting employer, and will be reassessed on an annual basis. See also [Note \(i\)](#) below.

Community Admission Bodies: The Administering Authority will only consider requests from CABs (or other similar bodies, such as section 75 NHS partnerships) to join the Fund if they are sponsored by a Scheduled Body with tax raising powers, guaranteeing their liabilities and also providing a form of security as above.

The above approaches reduce the risk, to other employers in the Fund, of potentially having to pick up any shortfall in respect of Admission Bodies ceasing with an unpaid deficit.

### Note (i) (New Transferee Admission Bodies)

A new TAB usually joins the Fund as a result of the letting/outsourcing of some services from an existing employer (normally a Scheduled Body such as a council or academy) to another organisation (a "contractor"). This involves the TUPE transfer of some staff from the letting employer to the contractor. Consequently, for the duration of the contract, the contractor is a new participating employer in the Fund so that the transferring employees maintain their eligibility for LGPS membership. At the end of the contract the employees revert to the letting employer or to a replacement contractor.

Ordinarily, the TAB would be set up in the Fund as a new employer with responsibility for all the accrued benefits of the transferring employees; in this case, the contractor would usually be assigned an initial asset allocation equal to the past service liability value of the

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employees' Fund benefits. The quid pro quo is that the contractor is then expected to ensure that its share of the Fund is also fully funded at the end of the contract: see [Note \(i\)](#).

Employers which "outsource" have flexibility in the way that they can deal with the pension risk potentially taken on by the contractor. In particular there are three different routes that such employers may wish to adopt.

Clearly as the risk ultimately resides with the employer letting the contract, it is for them to agree the appropriate route with the contractor:

i) Pooling

Under this option the contractor is pooled with the letting employer. In this case, the contractor pays the same rate as the letting employer, which may be under a stabilisation approach.

ii) Letting employer retains pre-contract risks

Under this option the letting employer would retain responsibility for assets and liabilities in respect of service accrued prior to the contract commencement date. The contractor would be responsible for the future liabilities that accrue in respect of transferred staff. The contractor's contribution rate could vary from one valuation to the next. It would be liable for any deficit at the end of the contract term in respect of assets and liabilities attributable to service accrued during the contract term.

iii) Fixed contribution rate agreed

Under this option the contractor pays a fixed contribution rate and does not pay any cessation deficit.

The Administering Authority is willing to administer any of the above options as long as the approach is documented in the Admission Agreement as well as the transfer agreement. The Admission Agreement should ensure that some element of risk transfers to the contractor where it relates to their decisions and it is unfair to burden the letting employer with that risk. For example the contractor should typically be responsible for pension costs that arise from:

- above average pay increases, including the effect in respect of service prior to contract commencement even if the letting employer takes on responsibility for the latter under (ii) above; and
- redundancy and early retirement decisions.

### Note (j) (Admission Bodies Ceasing)

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

- Last active member ceasing participation in the Fund (NB recent LGPS Regulation changes mean that the Administering Authority has the discretion to defer taking action for up to three years, so that if the employer acquires one or more active Fund members

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during that period then cessation is not triggered. The current Fund policy is that this is left as a discretion and may or may not be applied in any given case);

- 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.

On cessation, the Administering Authority will instruct the Fund actuary to carry out a cessation 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.

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 ongoing employers. The actuary will therefore adopt an approach which, to the extent reasonably practicable, protects the other employers from the likelihood of any material loss emerging in future:

- (a) Where 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”, which is more prudent than the ongoing basis. This has no allowance for potential future investment outperformance above gilt yields, and has added allowance for future improvements in life expectancy. This could give rise to significant cessation debts being required.
- (b) Where there is a guarantor for future deficits and contributions, the details of the guarantee will be considered prior to the cessation valuation being carried out. In some cases the guarantor is simply guarantor of last resort and therefore the cessation valuation will be carried out consistently with the approach taken had there been no guarantor in place. Alternatively, where the guarantor is not simply guarantor of last resort, the cessation may be calculated using the ongoing basis as described in [Appendix E](#);
- (c) Again, depending on the nature of the guarantee, 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 (c), any shortfall would usually be levied on the departing Admission Body as a single lump sum payment. If this is not possible then the Fund would spread the payment subject to there being some security in place for the employer such as a bond indemnity or guarantee.

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In the event that the Fund is not able to recover the required payment in full, then the unpaid amounts fall to be shared amongst all of the other 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, 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 ongoing basis: deficit recovery payments would be derived from this cessation debt. This approach would be monitored as part of each triennial valuation: 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.

### 3.4 Pooled contributions

From time to time, with the advice of the Actuary, the Administering Authority may set up pools for employers with similar or complementary characteristics. This will always be in line with its broader funding strategy. The current pools in place within the Fund are as follows:

- Schools generally are also pooled with their funding Council. However there may be exceptions for specialist or independent schools.
- Smaller Transferee Admission Bodies may be pooled with the letting employer, provided all parties (particularly the letting employer) agree.

Those employers which have been pooled are identified in the Rates and Adjustments Certificate.

Employers who are permitted to enter (or remain in) a pool at the 2016 valuation will not normally be advised of their individual contribution rate unless agreed by the Administering Authority.

Community Admission Bodies that are deemed by the Administering Authority to have closed to new entrants are not usually permitted to participate in a pool.

### 3.5 Additional flexibility in return for added security

The Administering Authority may permit greater flexibility to the employer’s contributions if the employer provides added security to the satisfaction of the Administering Authority.

Such flexibility includes a reduced rate of contribution, an extended time horizon, or permission to join a pool with another body (e.g. the Local Authority).

Such security may include, but is not limited to, a suitable bond, a legally-binding guarantee from an appropriate third party, or security over an employer asset of sufficient value.

The degree of flexibility given may take into account factors such as:



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- the extent of the employer's deficit;
- the amount and quality of the security offered;
- the employer's financial security and business plan; and
- whether the admission agreement is likely to be open or closed to new entrants.

### 3.6 Non-ill health early retirement costs

It is assumed that members' benefits are payable from the earliest age that the employee could retire without incurring a reduction to their benefit (and without requiring their employer's consent to retire). (**NB** the relevant age may be different for different periods of service, following the benefit changes from April 2008 and April 2014). Employers are required to pay additional contributions ('strain') wherever an employee retires before attaining this age. The actuary's funding basis makes no allowance for premature retirement except on grounds of ill-health.

Strain costs may be paid in full in the year in which the strain is incurred.

### 3.7 Ill health early retirement costs

In the event of a member's early retirement on the grounds of ill-health, a funding strain will usually arise, which can be very large. Such strains are currently met by each employer, although individual employers may elect to take external insurance (see [3.8](#) below).

Admitted Bodies will usually have an 'ill health allowance'; Scheduled Bodies may have this also, depending on their agreement terms with the Administering Authority. The Fund monitors each employer's ill health experience on an ongoing basis. If the cumulative cost of ill health retirement in any financial year exceeds the allowance at the previous valuation, the employer will be charged additional contributions on the same basis as apply for non ill-health cases. Details will be included in each separate Admission Agreement.

### 3.8 External Ill health insurance

If an employer provides satisfactory evidence to the Administering Authority of a current external insurance policy covering ill health early retirement strains, then:

- the employer's contribution to the Fund each year is reduced by the amount of that year's insurance premium, so that the total contribution is unchanged, and
- there is no need for monitoring of allowances.

The employer must keep the Administering Authority notified of any changes in the insurance policy's coverage or premium terms, or if the policy is ceased.

### 3.9 Employers with no remaining active members

In general an employer ceasing in the Fund, due to the departure of the last active member, will pay a cessation debt on an appropriate basis (see [3.3](#), [Note \(j\)](#)) and consequently have no further obligation to the Fund.

Thereafter it is expected that one of two situations will eventually arise:

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- a) The employer's asset share runs out before all its ex-employees' benefits have been paid. In this situation the other Fund employers will be required to contribute to pay all remaining benefits: this will be done by the Fund actuary apportioning the remaining liabilities on a pro-rata basis at successive formal valuations;
- b) The last ex-employee or dependant dies before the employer's asset share has been fully utilised. In this situation the remaining assets would be apportioned pro-rata by the Fund's actuary to the other Fund.
- c) In exceptional circumstances the Fund may permit an employer with no remaining active members to continue contributing to the Fund. This would require the provision of a suitable security or guarantee, as well as a written ongoing commitment to fund the remainder of the employer's obligations over an appropriate period. The Fund would reserve the right to invoke the cessation requirements in the future, however. The Administering Authority may need to seek legal advice in such cases, as the employer would have no contributing members.

**3.10 Policies on bulk transfers**

The Fund has a separate written policy which covers bulk transfer payments into, out of and within the Fund. Each case will be treated on its own merits, but in general:

- The Fund will not pay bulk transfers greater than the lesser of (a) the asset share of the transferring employer in the Fund, and (b) the value of the past service liabilities of the transferring members;
- The Fund will not grant added benefits to members bringing in entitlements from another Fund unless the asset transfer is sufficient to meet the added liabilities; and
- The Fund may permit shortfalls to arise on bulk transfers if the Fund employer has suitable strength of covenant and commits to meeting that shortfall in an appropriate period. This may require the employer's Fund contributions to increase between valuations.



## 4 Funding strategy and links to investment strategy

### 4.1 What is the Fund's investment strategy?

The Fund has built up assets over the years, and continues to receive contribution and other income. All of this must be invested in a suitable manner, which is the investment strategy.

Investment strategy is set by the administering authority, after consultation with the employers and after taking investment advice. The precise mix, manager make up and target returns are set out in the Investment Strategy Statement (which replaces the Statement of Investment Principles under new LGPS Regulations), which is available to members and employers.

The investment strategy is set for the long-term, but is reviewed from time to time. Normally a full review is carried out as part of each actuarial valuation, and is kept under review annually between actuarial valuations to ensure that it remains appropriate to the Fund's liability profile.

The same investment strategy is currently followed for all employers.

### 4.2 What is the link between funding strategy and investment strategy?

The Fund must be able to meet all benefit payments as and when they fall due. These payments will be met by contributions (resulting from the funding strategy) or asset returns and income (resulting from the investment strategy). To the extent that investment returns or income fall short, then higher cash contributions are required from employers, and vice versa

Therefore, the funding and investment strategies are inextricably linked.

### 4.3 How does the funding strategy reflect the Fund's investment strategy?

In the opinion of the Fund actuary, the current funding policy is consistent with the current investment strategy of the Fund. The asset outperformance assumption contained in the discount rate (see Appendix [E3](#)) is within a range that would be considered acceptable for funding purposes; it is also considered to be consistent with the requirement to take a "prudent longer-term view" of the funding of liabilities as required by the UK Government (see Appendix [A1](#)).

However, in the short term – such as the three yearly assessments at formal valuations – there is the scope for considerable volatility and there is a material chance that in the short-term and even medium term, asset returns will fall short of this target. The stability measures described in [Section 3](#) will damp 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.

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#### 4.4 How does this differ for a large stable employer?

The Actuary has developed four key measures which capture the essence of the Fund's strategies, both funding and investment:

- Prudence - the Fund should have a reasonable expectation of being fully funded in the long term;
- Affordability – how much can employers afford;
- Stewardship – the assumptions used should be sustainable in the long term, without having to resort to overly optimistic assumptions about the future to maintain an apparently healthy funding position; and
- Stability – employers should not see significant moves in their contribution rates from one year to the next, to help provide a more stable budgeting environment.

The key problem is that the key objectives often conflict. For example, minimising the long term cost of the scheme (i.e. keeping employer rates affordable) is best achieved by investing in higher returning assets e.g. equities. However, equities are also very volatile (i.e. go up and down fairly frequently in fairly large moves), which conflicts with the objective to have stable contribution rates.

Therefore, a balance needs to be maintained between risk and reward, which has been considered by the use of Asset Liability Modelling: this is a set of calculation techniques applied by the Fund's actuary to model the range of potential future solvency levels and contribution rates.

The Actuary was able to model the impact of these four key areas, for the purpose of setting a stabilisation approach ([see 3.3 Note \(b\)](#)). The modelling demonstrated that retaining the present investment strategy, coupled with constraining employer contribution rate changes as described in [3.3 Note \(b\)](#), struck an appropriate balance between the above objectives. In particular the stabilisation approach currently adopted meets the need for stability of contributions without jeopardising the Administering Authority's aims of prudent stewardship of the Fund.

Whilst the current stabilisation mechanism is to remain in place until 2020, it should be noted that this will need to be reviewed following the 2019 valuation.

#### 4.5 Does the Fund monitor its overall funding position?

The Administering Authority will monitor the relative funding position, i.e. changes in the relationship between asset values and the liabilities value, on an annual basis. It will report this to the regular Pensions Committee meetings, and also to employers through newsletters and Employers Forums.

## 5 Statutory reporting and comparison to other LGPS Funds

### 5.1 Purpose

Under Section 13(4)(c) of the Public Service Pensions Act 2013 (“Section 13”), the Government Actuary’s Department must, following each triennial actuarial valuation, report to the Department of Communities & Local Government (DCLG) on each of the LGPS Funds in England & Wales. This report will cover whether, for each Fund, the rate of employer contributions are set at an appropriate level to ensure both the solvency and the long term cost efficiency of the Fund.

This additional DCLG oversight may have an impact on the strategy for setting contribution rates at future valuations.

### 5.2 Solvency

For the purposes of Section 13, the rate of employer contributions shall be deemed to have been set at an appropriate level to ensure solvency if:

- (a) the rate of employer contributions is set to target a funding level for the Fund of 100%, over an appropriate time period and using appropriate actuarial assumptions (where appropriateness is considered in both absolute and relative terms in comparison with other funds); and either
- (b) employers collectively have the financial capacity to increase employer contributions, and/or the Fund is able to realise contingent assets should future circumstances require, in order to continue to target a funding level of 100%; or
- (c) there is an appropriate plan in place should there be, or if there is expected in future to be, a material reduction in the capacity of fund employers to increase contributions as might be needed.

### 5.3 Long Term Cost Efficiency

The rate of employer contributions shall be deemed to have been set at an appropriate level to ensure long term cost efficiency if:

- i. the rate of employer contributions is sufficient to make provision for the cost of current benefit accrual,
- ii. with an appropriate adjustment to that rate for any surplus or deficit in the Fund.

In assessing whether the above condition is met, DCLG may have regard to various absolute and relative considerations. A relative consideration is primarily concerned with comparing LGPS pension funds with other LGPS pension funds. An absolute consideration is primarily concerned with comparing Funds with a given objective benchmark.

Relative considerations include:

- 1. the implied deficit recovery period; and

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2. the investment return required to achieve full funding after 20 years.

Absolute considerations include:

1. the extent to which the contributions payable are sufficient to cover the cost of current benefit accrual and the interest cost on any deficit;
2. how the required investment return under “relative considerations” above compares to the estimated future return being targeted by the Fund’s current investment strategy;
3. the extent to which contributions actually paid have been in line with the expected contributions based on the extant rates and adjustment certificate; and
4. the extent to which any new deficit recovery plan can be directly reconciled with, and can be demonstrated to be a continuation of, any previous deficit recovery plan, after allowing for actual Fund experience.

DCLG may assess and compare these metrics on a suitable standardised market-related basis, for example where the local funds’ actuarial bases do not make comparisons straightforward.

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## Appendix A – Regulatory framework

### A1 Why does the Fund need an FSS?

The Department for Communities and Local Government (DCLG) 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.

The requirement to maintain and publish a FSS is contained in LGPS Regulations which are updated from time to time. In publishing the FSS the Administering Authority has to have regard to any guidance published by Chartered Institute of Public Finance and Accountancy (CIPFA) (most recently in 2016) and to its Statement of Investment Principles/Investment Strategy Statement.

This is the framework within which the Fund’s actuary carries out triennial valuations to set employers’ contributions and provides recommendations to the Administering 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.

### A2 Does the Administering Authority consult anyone on the FSS?

Yes. This is required by LGPS Regulations. It is covered in more detail by the most recent CIPFA guidance, which states that the FSS must first be subject to “consultation with such persons as the authority considers appropriate”, and should include “a meaningful dialogue at officer and elected member level with council tax raising authorities and with corresponding representatives of other participating employers”.

In practice, for the Fund, the consultation process for this FSS was as follows:

- a) A draft version of the FSS was issued to all participating employers, members of the Derbyshire Pension Board and published on the Fund’s website in February 2017 for comment;
- b) Comments were requested within 20 days;
- c) Following the end of the consultation period the FSS was updated where required and then published, in March 2017.

### A3 How is the FSS published?

The FSS is made available through the following routes:

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Published on the website

A copy sent by e-mail to each participating employer in the Fund;

A copy sent to by e-mail to the members of the Derbyshire Pension Board.

A link to the FSS is included in the annual report and accounts of the Fund;

A copy sent by email to the Fund's independent investment adviser;

Copies made available on request.

#### A4 How often is the FSS reviewed?

The FSS is reviewed in detail at least every three years as part of the triennial valuation. This version is expected to remain unaltered until it is consulted upon as part of the formal process for the next valuation in 2019.

It is possible that (usually slight) amendments may be needed within the three year period. These would be needed to reflect any regulatory changes, or alterations to the way the Fund operates (e.g. to accommodate a new class of employer). Any such amendments would be consulted upon as appropriate:

- trivial amendments would be simply notified at the next round of employer communications,
- amendments affecting only one class of employer would be consulted with those employers,
- other more significant amendments would be subject to full consultation.

In any event, changes to the FSS would need agreement by the Pensions Committee and would be included in the relevant Committee Meeting minutes.

#### A5 How does the FSS fit into other Fund documents?

The FSS is a summary of the Fund's approach to funding liabilities. It is not an exhaustive statement of policy on all issues, for example there are a number of separate statements published by the Fund including the Statement of Investment Principles/Investment Strategy Statement, Governance Strategy and Communications Strategy. In addition, the Fund publishes an Annual Report and Accounts with up to date information on the Fund.

These documents can be found on the web at [www.derbyshire.gov.uk/pensions](http://www.derbyshire.gov.uk/pensions)

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## Appendix B – Responsibilities of key parties

The efficient and effective operation of the Fund needs various parties to each play their part.

### B1 The Administering Authority should:-

1. operate the Fund as per the LGPS Regulations;
2. effectively manage any potential conflicts of interest arising from its dual role as Administering Authority and a Fund employer;
3. collect employer and employee contributions, and investment income and other amounts due to the Fund;
4. ensure that cash is available to meet benefit payments as and when they fall due;
5. pay from the Fund the relevant benefits and entitlements that are due;
6. invest surplus monies (i.e. contributions and other income which are not immediately needed to pay benefits) in accordance with the Fund's Statement of Investment Principles/Investment Strategy Statement (SIP/ISS) and LGPS Regulations;
7. communicate appropriately with employers so that they fully understand their obligations to the Fund;
8. take appropriate measures to safeguard the Fund against the consequences of employer default;
9. manage the valuation process in consultation with the Fund's actuary;
10. provide data and information as required by the Government Actuary's Department to carry out their statutory obligations (see [Section 5](#));
11. prepare and maintain a FSS and a SIP/ISS, after consultation;
12. notify the Fund's actuary of material changes which could affect funding (this is covered in a separate agreement with the actuary); and
13. monitor all aspects of the fund's performance and funding and amend the FSS and SIP/ISS as necessary and appropriate.

### B2 The Individual Employer should:-

1. deduct contributions from employees' pay correctly;
2. pay all contributions, including their own as determined by the actuary, promptly by the due date;
3. have a policy and exercise discretions within the regulatory framework;

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4. make additional contributions in accordance with agreed arrangements in respect of, for example, augmentation of scheme benefits, early retirement strain; and
5. notify the Administering Authority promptly of all changes to its circumstances, prospects or membership, which could affect future funding.

**B3 The Fund Actuary should:-**

1. prepare valuations, including the setting of employers' contribution rates. This will involve agreeing assumptions with the Administering Authority, having regard to the FSS and LGPS Regulations, and targeting each employer's solvency appropriately;
2. provide data and information as required by the Government Actuary's Department to carry out their statutory obligations (see [Section 5](#));
3. provide advice relating to new employers in the Fund, including the level and type of bonds or other forms of security (and the monitoring of these);
4. prepare advice and calculations in connection with bulk transfers and individual benefit-related matters;
5. assist the Administering Authority in considering possible changes to employer contributions between formal valuations, where circumstances suggest this may be necessary;
6. advise on the termination of employers' participation in the Fund; and
7. fully reflect actuarial professional guidance and requirements in the advice given to the Administering Authority.

**B4 Other parties:-**

1. investment advisers (either internal or external) should ensure the Fund's SIP/ISS remains appropriate, and consistent with this FSS;
2. investment managers, custodians and bankers should all play their part in the effective investment (and dis-investment) of Fund assets, in line with the SIP/ISS;
3. auditors should comply with their auditing standards, ensure Fund compliance with all requirements, monitor and advise on fraud detection, and sign off annual reports and financial statements as required;
4. governance advisers may be appointed to advise the Administering Authority on efficient processes and working methods in managing the Fund;
5. legal advisers (either internal or external) should ensure the Fund's operation and management remains fully compliant with all regulations and broader local government requirements, including the Administering Authority's own procedures;
6. the Department for Communities and Local Government (assisted by the Government Actuary's Department) and the Scheme Advisory Board, should work with LGPS Funds to meet Section 13 requirements.



## Appendix C – Key risks and controls

### C1 Types of risk

The Administering Authority has an active risk management programme in place. The measures that it has in place to control key risks are summarised below under the following headings:

financial; demographic; regulatory; and governance.

### C2 Financial risks

Risk	Summary of Control Mechanisms
Fund assets fail to deliver returns in line with the anticipated returns underpinning the valuation of liabilities over the long-term.	<p>Only anticipate long-term returns on a relatively prudent basis to reduce risk of under-performing.</p> <p>Assets invested on the basis of specialist advice, in a suitably diversified manner across asset classes, geographies, managers, etc.</p> <p>Analyse progress at three yearly valuations for all employers.</p> <p>Inter-valuation roll-forward of liabilities between valuations at whole Fund level.</p>
Inappropriate long-term investment strategy.	<p>Overall investment strategy options considered as an integral part of the funding strategy. Used asset liability modelling to measure 4 key outcomes.</p> <p>Chosen option considered to provide the best balance.</p>
Fall in risk-free returns on Government bonds, leading to rise in value placed on liabilities.	<p>Stabilisation modelling at whole Fund level allows for the probability of this within a longer term context.</p> <p>Inter-valuation monitoring, as above.</p> <p>Some investment in bonds helps to mitigate this risk.</p>
Active investment manager under-performance relative to benchmark.	<p>Quarterly investment monitoring analyses market performance and active managers relative to their index benchmark.</p>
Pay and price inflation significantly more than anticipated.	<p>The focus of the actuarial valuation process is on real returns on assets, net of price and pay increases.</p> <p>Inter-valuation monitoring, as above, gives early warning.</p>

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Risk	Summary of Control Mechanisms
	<p>Some investment in bonds also helps to mitigate this risk.</p> <p>Employers pay for their own salary awards and should be mindful of the geared effect on pension liabilities of any bias in pensionable pay rises towards longer-serving employees.</p>
Effect of possible increase in employer's contribution rate on service delivery and admission/scheduled bodies	An explicit stabilisation mechanism has been agreed as part of the funding strategy. Other measures are also in place to limit sudden increases in contributions.
Orphaned employers give rise to added costs for the Fund	<p>The Fund seeks a cessation debt (or security/guarantor) to minimise the risk of this happening in the future.</p> <p>If it occurs, the Actuary calculates the added cost spread pro-rata among all employers – (see <a href="#">3.9</a>).</p>

## C3 Demographic risks

Risk	Summary of Control Mechanisms
Pensioners living longer, thus increasing cost to Fund.	<p>Set mortality assumptions with some allowance for future increases in life expectancy.</p> <p>The Fund Actuary has direct access to the experience of over 50 LGPS funds which allows early identification of changes in life expectancy that might in turn affect the assumptions underpinning the valuation.</p>
Maturing Fund – i.e. proportion of actively contributing employees declines relative to retired employees.	Continue to monitor at each valuation, consider seeking monetary amounts rather than % of pay and consider alternative investment strategies.
Deteriorating patterns of early retirements	<p>Employers are charged the extra cost of non ill-health retirements following each individual decision.</p> <p>Employer ill health retirement experience is monitored, and insurance is an option.</p>
Reductions in payroll causing insufficient deficit recovery payments	<p>In many cases this may not be sufficient cause for concern, and will in effect be caught at the next formal valuation. However, there are protections where there is concern, as follows:</p> <p>Employers in the stabilisation mechanism may be brought out of that mechanism to permit appropriate</p>

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Risk	Summary of Control Mechanisms
	<p>contribution increases (see <a href="#">Note (b)</a> to <a href="#">3.3</a>).</p> <p>For other employers, review of contributions is permitted in general between valuations (see <a href="#">Note (f)</a> to <a href="#">3.3</a>) and may require a move in deficit contributions from a percentage of payroll to fixed monetary amounts.</p>

**C4 Regulatory risks**

Risk	Summary of Control Mechanisms
Changes to national pension requirements and/or HMRC rules e.g. changes arising from public sector pensions reform.	<p>The Administering Authority considers all consultation papers issued by the Government and comments where appropriate.</p> <p>The results of the most recent reforms were built into the 2013 valuation. Any changes to member contribution rates or benefit levels will be carefully communicated with members to minimise possible opt-outs or adverse actions.</p>
Time, cost and/or reputational risks associated with any DCLG intervention triggered by the Section 13 analysis (see <a href="#">Section 5</a> ).	Take advice from Fund Actuary on position of Fund as at prior valuation, and consideration of proposed valuation approach relative to anticipated Section 13 analysis.
Changes by Government to particular employer participation in LGPS Funds, leading to impacts on funding and/or investment strategies.	<p>The Administering Authority considers all consultation papers issued by the Government and comments where appropriate.</p> <p>Take advice from Fund Actuary on impact of changes on the Fund and amend strategy as appropriate.</p>

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**C5 Governance risks**

Risk	Summary of Control Mechanisms
Administering Authority unaware of structural changes in an employer's membership (e.g. large fall in employee members, large number of retirements) or not advised of an employer closing to new entrants.	<p>The Administering Authority has a close relationship with employing bodies and communicates required standards e.g. for submission of data.</p> <p>The Actuary may revise the rates and Adjustments certificate to increase an employer's contributions between triennial valuations</p> <p>Deficit contributions may be expressed as monetary amounts.</p>
Actuarial or investment advice is not sought, or is not heeded, or proves to be insufficient in some way	<p>The Administering Authority maintains close contact with its specialist advisers.</p> <p>Advice is delivered via formal meetings involving Elected Members, and recorded appropriately.</p> <p>Actuarial advice is subject to professional requirements such as peer review.</p>
Administering Authority failing to commission the Fund Actuary to carry out a termination valuation for a departing Admission Body.	<p>The Administering Authority requires employers with Best Value contractors to inform it of forthcoming changes.</p> <p>Community Admission Bodies' memberships are monitored and, if active membership decreases, steps will be taken.</p>
An employer ceasing to exist with insufficient funding or adequacy of a bond.	<p>The Administering Authority believes that it would normally be too late to address the position if it was left to the time of departure.</p> <p>The risk is mitigated by:</p> <p>Seeking a funding guarantee from another scheme employer, or external body, where-ever possible (see <a href="#">Notes (h)</a> and <a href="#">(j)</a> to <a href="#">3.3</a>).</p> <p>Alerting the prospective employer to its obligations and encouraging it to take independent actuarial advice.</p> <p>Vetting prospective employers before admission.</p> <p>Where permitted under the regulations requiring a bond to protect the Fund from various risks.</p> <p>Requiring new Community Admission Bodies to have a guarantor.</p> <p>Reviewing bond or guarantor arrangements at regular</p>

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Risk	Summary of Control Mechanisms
	<p>intervals (see <a href="#">Note (f)</a> to <a href="#">3.3</a>).</p> <p>Reviewing contributions well ahead of cessation if thought appropriate (see <a href="#">Note (a)</a> to <a href="#">3.3</a>).</p>

## Appendix D – The calculation of Employer contributions

In [Section 2](#) there was a broad description of the way in which contribution rates are calculated. This Appendix considers these calculations in much more detail.

All three steps above are considered when setting contributions (more details are given in [Section 3](#) and [Appendix D](#)):

1. The **funding target** is based on a set of assumptions about the future, eg investment returns, inflation, pensioners' life expectancies. However, if an employer is approaching the end of its participation in the Fund then it's funding target may be set on a more prudent basis, so that it's liabilities are less likely to be spread among other employers after it's cessation of participation;
2. The **time horizon** required is, in broad terms, the period over which any deficit is to be recovered. A shorter period will lead to higher contributions, and vice versa (all other things being equal). Employers may be given a lower time horizon if they have a less permanent anticipated membership, or do not have tax-raising powers to increase contributions if investment returns under-perform;
3. The required **probability of achieving** the funding target over that time horizon will be dependent on the Fund's view of the strength of employer covenant and its funding profile. Where an employer is considered to be weaker, or potentially ceasing from the Fund, then the required probability will be set higher, which in turn will increase the required contributions (and vice versa).

The calculations involve actuarial assumptions about future experience, and these are described in detail in [Appendix E](#).

### D1 What is the difference between calculations across the whole Fund and calculations for an individual employer?

Employer contributions are normally made up of two elements:

- a) the estimated cost of ongoing benefits being accrued, referred to as the "Primary contribution rate" (see [D2](#) below); plus
- b) an adjustment for the difference between the Primary rate above, and the actual contribution the employer needs to pay, referred to as the "Secondary contribution rate" (see [D3](#) below).

The contribution rate for each employer is measured as above, appropriate for each employer's funding position and membership. The whole Fund position, including that used in reporting to DCLG (see section 5), is calculated in effect as the sum of all the individual employer rates. DCLG currently only regulates at whole Fund level, without monitoring individual employer positions.

### D2 How is the Primary contribution rate calculated?

The Primary element of the employer contribution rate is calculated with the aim that these contributions will meet benefit payments in respect of members' **future** service in the Fund.

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This is based upon the cost (in excess of members' contributions) of the benefits which employee members earn from their service each year.

The Primary 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. The Primary rate is calculated such that it is projected to:

1. meet the required funding target for all future years' accrual of benefits\*, excluding any accrued assets,
2. within the determined time horizon (see [note 3.3 Note \(c\)](#) for further details),
3. with a sufficiently high probability, as set by the Fund's strategy for the category of employer (see [3.3 Note \(e\)](#) for further details).

\* The projection is for the current active membership where the employer no longer admits new entrants, or additionally allows for new entrants where this is appropriate.

The projections are carried out using an economic modeller developed by the Fund's actuary Hymans Robertson: this allows for a wide range of outcomes as regards key factors such as asset returns (based on the Fund's investment strategy), inflation, and bond yields. The measured contributions are calculated such that the proportion of outcomes meeting the employer's funding target (by the end of the time horizon) is equal to the required probability.

The approach includes expenses of administration to the extent that they are borne by the Fund, and includes allowances for benefits payable on death in service and on ill health retirement.

### D3 How is the Secondary contribution rate calculated?

The combined Primary and Secondary rates aim to achieve the employer's funding target, within the appropriate time horizon, with the relevant degree of probability.

For the funding target, the Fund actuary agrees the assumptions to be used with the Administering Authority – see [Appendix E](#). These assumptions are used to calculate the present value of all benefit payments expected in the future, relating to that employer's current and former employees, based on pensionable service to the valuation date only (i.e. ignoring further benefits to be built up in the future).

The Fund operates the same target funding level for all employers of 100% of its accrued liabilities valued on the ongoing basis, unless otherwise determined (see [Section 3](#)).

The Secondary rate is calculated as the balance over and above the Primary rate, such that the total is projected to:

1. meet the required funding target relating to combined past and future service benefit accrual, including accrued asset share (see [D5](#) below)
2. within the determined time horizon (see [3.3 Note \(c\)](#) for further details)
3. with a sufficiently high probability, as set by the Fund's strategy for the

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category of employer (see [3.3 Note \(e\)](#) for further details).

The projections are carried out using an economic modeller developed by the Fund Actuary Hyman Robertson: this allows for a wide range of outcomes as regards key factors such as asset returns (based on the Fund's investment strategy), inflation, and bond yields. The measured contributions are calculated such that the proportion of outcomes with at least 100% solvency (by the end of the time horizon) is equal to the required probability.

#### D4 What affects a given employer's valuation results?

The results of these calculations for a given individual employer will be affected by:

1. past contributions relative to the cost of accruals of benefits;
2. different liability profiles of employers (e.g. mix of members by age, gender, service vs. salary);
3. the effect of any differences in the funding target, i.e. the valuation basis used to value the employer's liabilities;
4. any different time horizons;
5. the difference between actual and assumed rises in pensionable pay;
6. the difference between actual and assumed increases to pensions in payment and deferred pensions;
7. the difference between actual and assumed retirements on grounds of ill-health from active status;
8. the difference between actual and assumed amounts of pension ceasing on death;
9. the additional costs of any non ill-health retirements relative to any extra payments made; and/or
10. differences in the required probability of achieving the funding target.

#### D5 How is each employer's asset share calculated?

The Administering Authority does not account for each employer's assets separately. Instead, the Fund's actuary is required to apportion the assets of the whole Fund between the employers, at each triennial valuation.

This apportionment uses 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".

Actual investment returns achieved on the Fund between each valuation are applied proportionately across all employers, to the extent that employers in effect share the same investment strategy. Transfers of liabilities between employers within the Fund occur



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automatically within this process, with a sum broadly equivalent to the reserve required on the ongoing basis being exchanged between the two employers.

The Fund actuary does not allow for certain relatively minor events, including but not limited to:

1. the actual timing of employer contributions within any financial year;
2. the effect of the premature payment of any deferred pensions on 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.

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 Administering Authority recognises the limitations in the process, but it considers that the Fund actuary's approach addresses the risks of employer cross-subsidisation to an acceptable degree.

## Appendix E – Actuarial assumptions

### E1 What are the actuarial assumptions?

These are expectations of future experience used to place a value on future benefit payments (“the liabilities”). Assumptions are made about the amount of benefit payable to members (the financial assumptions) and the likelihood or timing of payments (the demographic assumptions). For example, financial assumptions include investment returns, salary growth and pension increases; demographic assumptions include life expectancy, probabilities of ill-health early retirement, and proportions of member deaths giving rise to dependants’ benefits.

Changes in assumptions will affect the measured funding target. However, different assumptions will not of course affect the actual benefits payable by the Fund in future.

The combination of all assumptions is described as the “basis”. A more optimistic basis might involve higher assumed investment returns (discount rate), or lower assumed salary growth, pension increases or life expectancy; a more optimistic basis will give lower funding targets and lower employer costs. A more prudent basis will give higher funding targets and higher employer costs.

### E2 What basis is used by the Fund?

The Fund’s standard funding basis is described as the “ongoing basis”, which applies to most employers in most circumstances. This is described in more detail below. It anticipates employers remaining in the Fund in the long term.

However, in certain circumstances, typically where the employer is not expected to remain in the Fund long term, a more prudent basis applies: see [Note \(a\)](#) to [3.3](#).

### E3 What assumptions are made in the ongoing basis?

#### a) Investment return/discount rate

The key financial assumption is the anticipated return on the Fund’s investments. This “discount rate” assumption makes allowance for an anticipated out-performance of Fund returns relative to long term yields on UK Government bonds (“gilts”). There is, however, no guarantee that Fund returns will out-perform gilts. 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.

Given the very long-term nature of the liabilities, a long term view of prospective asset returns is taken. The long term in this context would be 20 to 30 years or more.

For the purpose of the triennial funding valuation at 31 March 2016 and setting contribution rates effective from 1 April 2017, the Fund actuary has assumed that future investment returns earned by the Fund over the long term will be 1.8% per annum greater than gilt yields at the time of the valuation (this is slightly higher than the 1.6% used at the 2013 valuation). In the opinion of the Fund actuary, based on the current investment strategy of the Fund, this asset out-performance assumption is within a range that would be considered acceptable for the purposes of the funding valuation.

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**b) Salary growth**

Pay for public sector employees is currently subject to restriction by the UK Government until 2020. Although this “pay freeze” does not officially apply to local government and associated employers, it has been suggested that they are likely to show similar restraint in respect of pay awards. Based on long term historical analysis of the membership in LGPS funds, and continued austerity measures, the salary increase assumption at the 2016 valuation has been set to be a blended rate combined of:

1. 1% p.a. until 31 March 2020, followed by
2. the retail prices index (RPI) thereafter.

This is a change from the previous valuation, which assumed a flat assumption of RPI. The change has led to a reduction in the funding target (all other things being equal).

**c) Pension increases**

Since 2011 the consumer prices index (CPI), rather than RPI, has been the basis for increases to public sector pensions in deferment and in payment. Note that the basis of such increases is set by the Government, and is not under the control of the Fund or any employers.

As at the previous valuation, we derive our assumption for RPI from market data as the difference between the yield on long-dated fixed interest and index-linked government bonds. This is then reduced to arrive at the CPI assumption, to allow for the “formula effect” of the difference between RPI and CPI. At this valuation, we propose a reduction of 1.0% per annum. This is a larger reduction than at 2013, which will serve to reduce the funding target (all other things being equal). (Note that the reduction is applied in a geometric, not arithmetic, basis).

**d) Life expectancy**

The demographic assumptions are intended to be best estimates of future experience in the Fund based on past experience of LGPS funds which participate in Club Vita, the longevity analytics service used by the Fund, and endorsed by the actuary.

The longevity assumptions that have been adopted at this valuation are a bespoke set of “VitaCurves”, produced by the Club Vita’s detailed analysis, which are specifically tailored to fit the membership profile of the Fund. These curves are based on the data provided by the Fund for the purposes of this valuation.

It is acknowledged that future life expectancy and, in particular, the allowance for future improvements in life expectancy, is uncertain. There is a consensus amongst actuaries, demographers and medical experts that life expectancy is likely to improve in the future. Allowance has been made in the ongoing valuation basis for future improvements in line with the 2013 version of the Continuous Mortality Investigation model published by the Actuarial Profession and a 1.25% per annum minimum underpin to future reductions in mortality rates. This is a similar allowance for future improvements than was made in 2013.

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**e) General**

The same financial assumptions are adopted for most employers, in deriving the funding target underpinning the Primary and Secondary rates: as described in [\(3.3\)](#), these calculated figures are translated in different ways into employer contributions, depending on the employer's circumstances.

The demographic assumptions, in particular the life expectancy assumption, in effect vary by type of member and so reflect the different membership profiles of employers.

## Appendix F – Glossary

<b>Actuarial assumptions/basis</b>	The combined set of assumptions made by the actuary, regarding the future, to calculate the value of <b>the funding target</b> . The main assumptions will relate to the <b>discount rate</b> , salary growth, pension increases and longevity. More prudent assumptions will give a higher target value, whereas more optimistic assumptions will give a lower value.
<b>Administering Authority</b>	The council with statutory responsibility for running the Fund, in effect the Fund's "trustees".
<b>Admission Bodies</b>	Employers where there is an Admission Agreement setting out the employer's obligations. These can be Community Admission Bodies or Transferee Admission Bodies. For more details (see <a href="#">2.3</a> ).
<b>Covenant</b>	The assessed financial strength of the employer. A strong covenant indicates a greater ability (and willingness) to pay for pension obligations in the long run. A weaker covenant means that it appears that the employer may have difficulties meeting its pension obligations in full over the longer term.
<b>Designating Employer</b>	Employers such as town and parish councils that are able to participate in the LGPS via resolution. These employers can designate which of their employees are eligible to join the Fund.
<b>Discount rate</b>	The annual rate at which future assumed cashflows (in and out of the Fund) are discounted to the present day. This is necessary to provide a <b>funding target</b> which is consistent with the present day value of the assets. A lower discount rate gives a higher target value, and vice versa. It is used in the calculation of the <b>Primary and Secondary rates</b> .
<b>Employer</b>	An individual participating body in the Fund, which employs (or used to employ) <b>members</b> of the Fund. Normally the assets and <b>funding target</b> values for each employer are individually tracked, together with its <b>Primary rate</b> at each <b>valuation</b> .
<b>Funding target</b>	The actuarially calculated present value of all pension entitlements of all <b>members</b> of the Fund, built up to date. This is compared with the present market value of Fund assets to derive the <b>deficit</b> . It is calculated on a chosen set of <b>actuarial assumptions</b> .
<b>Gilt</b>	A UK Government bond, ie a promise by the Government to pay interest and capital as per the terms of that particular gilt, in return for an initial payment of capital by the purchaser. Gilts can be "fixed interest", where the interest payments are level throughout the gilt's term, or "index-linked" where the interest payments vary each year in

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line with a specified index (usually RPI). Gilts can be bought as assets by the Fund, but their main use in funding is as an objective measure of solvency.

**Guarantee/  
guarantor**

A formal promise by a third party (the guarantor) that it will meet any pension obligations not met by a specified employer. The presence of a guarantor will mean, for instance, that the Fund can consider the employer's **covenant** to be as strong as its guarantor's.

An employer

**Letting employer**

An employer which outsources or transfers a part of its services and workforce to another employer (usually a contractor). The contractor will pay towards the LGPS benefits accrued by the transferring members, but ultimately the obligation to pay for these benefits will revert to the letting employer. A letting employer will usually be a local authority, but can sometimes be another type of employer such as an Academy.

**LGPS**

The Local Government Pension Scheme, a public sector pension arrangement put in place via Government Regulations, for workers in local government. These Regulations also dictate eligibility (particularly for Scheduled Bodies), members' contribution rates, benefit calculations and certain governance requirements. The LGPS is divided into 101 Funds which map the UK. Each LGPS Fund is autonomous to the extent not dictated by Regulations, e.g. regarding investment strategy, employer contributions and choice of advisers.

**Maturity**

A general term to describe a Fund (or an employer's position within a Fund) where the members are closer to retirement (or more of them already retired) and the investment time horizon is shorter. This has implications for investment strategy and, consequently, funding strategy.

**Members**

The individuals who have built up (and may still be building up) entitlement in the Fund. They are divided into actives (current employee members), deferreds (ex- employees who have not yet retired) and pensioners (ex-employees who have now retired, and dependants of deceased ex-employees).

**Primary  
contribution rate**

The employer contribution rate required to pay for ongoing accrual of active members' benefits (including an allowance for administrative expenses). See Appendix D for further details.

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<b>Profile</b>	The profile of an employer's membership or liability reflects various measurements of that employer's <b>members</b> , ie current and former employees. This includes: the proportions which are active, deferred or pensioner; the average ages of each category; the varying salary or pension levels; the lengths of service of active members vs their salary levels, etc. A membership (or liability) profile might be measured for its <b>maturity</b> also.
<b>Rates and Adjustments Certificate</b>	A formal document required by the LGPS Regulations, which must be updated at least every three years at the conclusion of the formal <b>valuation</b> . This is completed by the actuary and confirms the contributions to be paid by each employer (or pool of employers) in the Fund for the three year period until the next valuation is completed.
<b>Scheduled Bodies</b>	Types of employer explicitly defined in the LGPS Regulations, whose employers must be offered membership of their local LGPS Fund. These include Councils, colleges, universities, academies, police and fire authorities etc, other than employees who have entitlement to a different public sector pension scheme (e.g. teachers, police and fire officers, university lecturers).
<b>Secondary contribution rate</b>	The difference between the employer's actual and <b>Primary contribution rates</b> . In broad terms, this relates to the shortfall of its asset share to its <b>funding target</b> . See <a href="#">Appendix D</a> for further details.
<b>Stabilisation</b>	Any method used to smooth out changes in employer contributions from one year to the next. This is very broadly required by the LGPS Regulations, but in practice is particularly employed for large stable employers in the Fund. Different methods may involve: probability-based modelling of future market movements; longer deficit recovery periods; higher discount rates; or some combination of these.
<b>Valuation</b>	An actuarial investigation to calculate the liabilities, future service contribution rate and common contribution rate for a Fund, and usually individual employers too. This is normally carried out in full every three years (last done as at 31 March 2016), but can be approximately updated at other times. The assets value is based on market values at the valuation date, and the liabilities value and contribution rates are based on long term bond market yields at that date also.



# APPENDIX 5

2016/2017 ACCOUNTS		Employee Contributions						Employer Contributions			Total			
EMPLOYER	EMPLOYER NAME	Basic Ees 172310	50 50 172310	Arrears 172311	Sub-Total	Add'n 172312	TOTAL EMPLOYEES	Deficit Payment 172314	Employer Con'ts 172315	TOTAL EMPLOYERS				
00001	Derbyshire County Council	16,371,492.23	23,015.02	3,886.68	16,398,393.93	115,042.48	16,513,436.41	-	52,084,176.49	52,084,176.49	68,597,612.90	ADMINISTERING AUTHORITY		
00040	Peak District National Park	318,295.38	-	1,220.43	319,515.81	10,814.18	330,329.99	217,008.00	648,438.96	865,446.96	1,195,776.95	SCHEDULED BODY		
00123	Derby Homes Ltd	715,260.32	2,010.83	-	717,271.15	-	717,271.15	281,004.00	2,202,444.28	2,483,448.28	3,200,719.43	SCHEDULED BODY		
00126	Ryknelnd Homes	400,537.86	395.52	-	400,933.38	-	400,933.38	20,004.00	919,208.60	939,212.60	1,340,145.98	SCHEDULED BODY		
00130	Amber Valley B C	356,301.58	329.31	-	356,630.89	1,530.77	358,161.66	1,026,000.00	717,489.51	1,743,489.51	2,101,651.17	UNITARY & DISTRICT LOCAL AUTHORITIES		
00131	The District of Bolsover	585,333.21	454.07	-	585,787.28	-	585,787.28	934,008.00	1,175,883.87	2,109,891.87	2,695,679.15	UNITARY & DISTRICT LOCAL AUTHORITIES		
00132	Chesterfield B C	1,106,314.52	916.58	-	1,107,231.10	499.64	1,107,730.74	1,932,000.00	2,268,092.74	4,200,092.74	5,307,823.48	UNITARY & DISTRICT LOCAL AUTHORITIES		
00133	Derby City Council	6,612,910.40	13,170.18	-	6,626,080.58	14,000.00	6,640,080.58	-	19,863,755.67	19,863,755.67	26,503,836.25	UNITARY & DISTRICT LOCAL AUTHORITIES		
00134	Erewash B C	514,934.52	1,348.97	-	516,283.49	3,391.86	519,675.35	1,092,000.00	969,964.82	2,061,964.82	2,581,640.17	UNITARY & DISTRICT LOCAL AUTHORITIES		
00135	High Peak BC	393,180.48	-	-	393,180.48	5,360.60	398,541.08	1,779,000.00	759,973.03	2,538,973.03	2,937,514.11	UNITARY & DISTRICT LOCAL AUTHORITIES		
00136	North East Derbyshire DC	532,754.22	1,335.13	-	534,089.35	9,048.11	543,137.46	1,482,000.00	1,073,538.71	2,555,538.71	3,098,676.17	UNITARY & DISTRICT LOCAL AUTHORITIES		
00137	South Derbyshire DC	406,997.97	-	-	406,997.97	-	406,997.97	658,008.00	787,870.52	1,445,878.52	1,852,876.49	UNITARY & DISTRICT LOCAL AUTHORITIES		
00138	Derbyshire Dales D C	348,432.84	2,902.61	-	351,335.45	-	351,335.45	626,004.00	686,647.90	1,312,651.90	1,663,987.35	UNITARY & DISTRICT LOCAL AUTHORITIES		
00139	Chesterfield Crematorium	12,994.88	-	-	12,994.88	-	12,994.88	28,008.00	37,291.30	65,299.30	78,294.18	SCHEDULED BODY		
00144	Shirebrook Town Council	9,736.25	-	-	9,736.25	-	9,736.25	-	36,241.49	36,241.49	45,977.74	SCHEDULED BODY		
00145	New Mills Town Council	7,669.51	-	-	7,669.51	-	7,669.51	-	28,729.04	28,729.04	36,398.55	SCHEDULED BODY		
00147	Clay Cross Parish Council	1,274.40	-	-	1,274.40	-	1,274.40	-	5,009.80	5,009.80	6,284.20	SCHEDULED BODY		
00148	Eckington Parish Council	4,481.19	-	-	4,481.19	-	4,481.19	-	17,090.92	17,090.92	21,572.11	SCHEDULED BODY		
00150	Pinxton Parish Council	3,619.95	-	-	3,619.95	-	3,619.95	-	14,482.43	14,482.43	18,102.38	SCHEDULED BODY		
00151	Wirksworth Town Council	3,625.09	-	-	3,625.09	-	3,625.09	-	14,075.77	14,075.77	17,700.86	SCHEDULED BODY		
00152	Old Bolsover Town Council	7,821.58	-	-	7,821.58	-	7,821.58	-	28,940.69	28,940.69	36,762.27	SCHEDULED BODY		
00155	Glapwell Parish Council	1,293.24	-	-	1,293.24	-	1,293.24	-	3,809.04	3,809.04	5,102.28	SCHEDULED BODY		
00157	Belper Town Council	5,353.09	-	-	5,353.09	-	5,353.09	-	20,751.89	20,751.89	26,104.98	SCHEDULED BODY		
00160	Killamarsh Parish Council	8,652.88	-	-	8,652.88	-	8,652.88	-	33,956.77	33,956.77	42,609.65	SCHEDULED BODY		
00161	Burnaston Parish Council	244.16	-	-	244.16	-	244.16	-	719.24	719.24	963.40	SCHEDULED BODY		
00165	North Wingfield PC	2,735.41	-	-	2,735.41	-	2,735.41	-	7,181.84	7,181.84	9,917.25	SCHEDULED BODY		
00169	University of Derby	1,953,228.36	6,129.74	-	1,959,358.10	5,203.24	1,964,561.34	723,000.00	3,442,392.52	4,165,392.52	6,129,953.86	SCHEDULED BODY		
00169	University of Derby Student Employment	12,950.95	-	-	12,950.95	-	12,950.95	-	27,423.33	27,423.33	40,374.28	SCHEDULED BODY		
00171	Ashbourne Town Council	4,194.94	-	-	4,194.94	-	4,194.94	-	16,240.63	16,240.63	20,435.57	SCHEDULED BODY		
00172	Dronfield Town Council	9,784.37	-	-	9,784.37	-	9,784.37	-	38,099.52	38,099.52	47,883.89	SCHEDULED BODY		
00173	Whitwell Parish Council	5,458.15	-	-	5,458.15	-	5,458.15	-	20,567.52	20,567.52	26,025.67	SCHEDULED BODY		
00174	Tupton Parish Council	964.91	-	-	964.91	-	964.91	-	2,608.93	2,608.93	3,573.84	SCHEDULED BODY		
00175	Staveley Town Council	6,343.37	-	-	6,343.37	-	6,343.37	-	23,316.27	23,316.27	29,659.64	SCHEDULED BODY		
00178	Matlock Town Council	7,593.71	-	-	7,593.71	-	7,593.71	-	29,378.27	29,378.27	36,971.98	SCHEDULED BODY		
00179	Whaley Bridge Town Council	1,566.48	-	-	1,566.48	-	1,566.48	-	5,494.80	5,494.80	7,061.28	SCHEDULED BODY		
00186	Alfreton Town Council	3,521.94	-	-	3,521.94	-	3,521.94	-	10,097.08	10,097.08	13,619.02	SCHEDULED BODY		
00187	Wingerworth Parish Council	3,797.80	-	-	3,797.80	-	3,797.80	-	10,395.07	10,395.07	14,192.87	SCHEDULED BODY		
00188	Heanor + Loscoe TC	1,726.30	-	-	1,726.30	-	1,726.30	-	4,302.13	4,302.13	6,028.43	SCHEDULED BODY		
00189	Darley Dale Town Council	1,132.86	-	-	1,132.86	-	1,132.86	-	2,823.44	2,823.44	3,956.30	SCHEDULED BODY		
00192	Chesterfield College	376,712.71	-	-	376,712.71	-	376,712.71	153,000.00	760,560.06	913,560.06	1,290,272.77	SCHEDULED BODY		
00198	Derby College	617,551.12	1,571.73	-	619,122.85	-	619,122.85	428,004.00	1,212,202.14	1,640,206.14	2,259,328.99	SCHEDULED BODY		
00199	Derby Manufacturing University Technic	16,983.12	-	-	16,983.12	-	16,983.12	-	57,993.47	57,993.47	74,976.59	SCHEDULED BODY		
00234	Tibshelf Parish Council	2,126.53	-	-	2,126.53	-	2,126.53	-	6,263.75	6,263.75	8,390.28	SCHEDULED BODY		
00235	Kilburn Parish Council	841.80	-	-	841.80	-	841.80	-	2,351.28	2,351.28	3,193.08	SCHEDULED BODY		
00236	Codnor Parish Council	655.56	-	-	655.56	-	655.56	-	1,930.92	1,930.92	2,586.48	SCHEDULED BODY		
00237	Shardlow & Great Wilne Parish Council	478.07	-	-	478.07	-	478.07	-	1,408.08	1,408.08	1,886.15	SCHEDULED BODY		
00238	Ticknall Parish Council	183.41	-	-	183.41	-	183.41	-	540.17	540.17	723.58	SCHEDULED BODY		
00239	Stenson Fields Parish Council	203.70	-	-	203.70	-	203.70	-	601.75	601.75	805.45	SCHEDULED BODY		



00239	Stenson Fields Parish Council	203.70	-	-	203.70	-	203.70	-	601.75	601.75	805.45	SCHEDULED BODY			
00240	Heath & Holmewood Parish Council	2,960.17	-	-	2,960.17	-	2,960.17	-	7,795.22	7,795.22	10,755.39	SCHEDULED BODY			
00241	Bretby Parish Council	102.97	-	-	102.97	-	102.97	-	304.61	304.61	407.58	SCHEDULED BODY			
00242	Breaston Parish Council	1,484.04	-	-	1,484.04	-	1,484.04	-	3,717.79	3,717.79	5,201.83	SCHEDULED BODY			
00243	Woodville Parish Council	1,015.52	-	-	1,015.52	-	1,015.52	-	2,991.10	2,991.10	4,006.62	SCHEDULED BODY			
00244	Elvaston Parish Council	382.51	-	-	382.51	-	382.51	-	1,126.72	1,126.72	1,509.23	SCHEDULED BODY			
00245	Hatton Parish Council	368.98	-	-	368.98	-	368.98	-	1,085.44	1,085.44	1,454.42	SCHEDULED BODY			
00246	Tideswell Parish Council	9.71	-	-	9.71	-	9.71	-	81.77	81.77	91.48	SCHEDULED BODY			
00335	Chellaston Academy	50,312.66	240.95	-	50,553.61	-	50,553.61	52,008.00	112,803.79	164,811.79	215,365.40	SCHEDULED BODY			
00336	Ecclesbourne Academy	41,776.08	-	635.46	42,411.54	-	42,411.54	41,004.00	107,479.97	148,483.97	190,895.51	SCHEDULED BODY			
00337	Kirk Hallam Academy	76,930.49	-	-	76,930.49	-	76,930.49	54,000.00	162,374.35	216,374.35	293,304.84	SCHEDULED BODY			
00338	John Port Academy	73,206.06	-	-	73,206.06	-	73,206.06	63,000.00	167,854.70	230,854.70	304,060.76	SCHEDULED BODY			
00340	Brookfield Academy	70,488.44	-	-	70,488.44	-	70,488.44	72,000.00	155,933.55	227,933.55	298,421.99	SCHEDULED BODY			
00341	Long Eaton Academy	59,477.74	-	-	59,477.74	-	59,477.74	57,000.00	132,420.94	189,420.94	248,898.68	SCHEDULED BODY			
00342	West Park School (Academy)	68,700.24	-	-	68,700.24	-	68,700.24	59,004.00	166,117.16	225,121.16	293,821.40	SCHEDULED BODY			
00343	Queen Elizabeths Grammar School (Academy)	53,945.54	-	-	53,945.54	1,607.04	55,552.58	73,008.00	111,602.86	184,610.86	240,163.44	SCHEDULED BODY			
00345	Hope Valley College (Academy)	35,415.86	-	-	35,415.86	-	35,415.86	44,004.00	86,855.49	130,859.49	166,275.35	SCHEDULED BODY			
00347	Pennine Way Junior School (Academy)	13,311.15	-	-	13,311.15	-	13,311.15	12,000.00	32,325.05	44,325.05	57,636.20	SCHEDULED BODY			
00348	Hearon Gate Science College (Academy)	69,429.62	-	-	69,429.62	-	69,429.62	59,004.00	170,609.53	229,613.53	299,043.15	SCHEDULED BODY			
00349	Lees Brook Community School (Academy)	71,332.46	-	-	71,332.46	-	71,332.46	79,008.00	143,735.16	222,743.16	294,075.62	SCHEDULED BODY			
00350	Netherthorpe School (Academy)	58,382.53	-	-	58,382.53	-	58,382.53	35,004.00	131,240.31	166,244.31	224,626.84	SCHEDULED BODY			
00351	Redhill Primary School (Academy)	8,354.65	-	-	8,354.65	-	8,354.65	9,000.00	21,634.02	30,634.02	38,988.67	SCHEDULED BODY			
00352	St John Houghton School (Academy)	33,939.54	-	-	33,939.54	2,425.47	36,365.01	32,004.00	72,420.87	104,424.87	140,789.88	SCHEDULED BODY			
00353	Woodlands School (Academy)	52,853.25	-	-	52,853.25	-	52,853.25	51,000.00	112,054.60	163,054.60	215,907.85	SCHEDULED BODY			
00354	Grampian Primary School (Academy)	11,732.97	-	-	11,732.97	-	11,732.97	6,000.00	26,528.81	32,528.81	44,261.78	SCHEDULED BODY			
00360	St Benedict Voluntary Catholic Academy	92,541.88	-	-	92,541.88	9,046.46	101,588.34	103,008.00	210,296.94	313,304.94	414,893.28	SCHEDULED BODY			
00361	St Mary's Catholic Academy	56,956.45	-	-	56,956.45	-	56,956.45	45,841.00	149,747.92	195,588.92	252,545.37	SCHEDULED BODY			
00362	St John Fisher Catholic Academy	10,070.75	-	-	10,070.75	-	10,070.75	10,002.00	24,374.08	34,376.08	44,446.83	SCHEDULED BODY			
00363	St George's Voluntary Academy	19,927.88	-	-	19,927.88	-	19,927.88	19,008.00	42,544.73	61,552.73	81,480.61	SCHEDULED BODY			
00364	Wyndham Primary Academy	22,507.70	-	-	22,507.70	-	22,507.70	11,004.00	51,069.87	62,073.87	84,581.57	SCHEDULED BODY			
00365	The Bolsover School Academy	40,754.20	-	-	40,754.20	-	40,754.20	37,008.00	92,150.02	129,158.02	169,912.22	SCHEDULED BODY			
00366	Landau Forte Moorhead Academy	21,937.85	-	-	21,937.85	-	21,937.85	15,000.00	58,238.75	73,238.75	95,176.60	SCHEDULED BODY			
00367	Derby Pride Academy	13,216.34	-	-	13,216.34	-	13,216.34	5,004.00	24,815.59	29,819.59	43,035.93	SCHEDULED BODY			
00368	Merrill Academy	29,176.74	-	-	29,176.74	-	29,176.74	43,008.00	59,282.20	102,290.20	131,466.94	SCHEDULED BODY			
00369	City of Derby Academy	39,569.41	209.15	-	39,778.56	-	39,778.56	42,000.00	94,370.87	136,370.87	176,149.43	SCHEDULED BODY			
00370	Ormiston Ilkeston Enterprise Academy	50,301.01	-	-	50,301.01	-	50,301.01	78,000.00	110,723.66	188,723.66	239,024.67	SCHEDULED BODY			
00371	English Martyrs Academy	13,953.87	-	-	13,953.87	-	13,953.87	9,924.00	34,769.84	44,693.84	58,647.71	SCHEDULED BODY			
00372	Newbold CofE School	10,407.19	-	-	10,407.19	-	10,407.19	2,208.00	29,819.04	32,027.04	42,434.23	SCHEDULED BODY			
00373	Bishop Lonsdale Cof E Primary School	17,153.79	-	-	17,153.79	-	17,153.79	9,374.00	61,775.67	71,149.67	88,303.46	SCHEDULED BODY			
00374	Al-Madinah	13,983.23	-	-	13,983.23	-	13,983.23	-	44,329.42	44,329.42	58,312.65	SCHEDULED BODY			
00375	The Ripley Academy	32,237.90	-	-	32,237.90	-	32,237.90	19,308.00	124,071.83	143,379.83	175,617.73	SCHEDULED BODY			
00376	St Josephs Catholic Primary Academy	9,031.00	-	-	9,031.00	-	9,031.00	1,608.00	26,563.22	28,171.22	37,202.22	SCHEDULED BODY			
00377	Dovedale Primary School	9,725.18	-	-	9,725.18	-	9,725.18	1,830.00	33,847.44	35,677.44	45,402.62	SCHEDULED BODY			
00378	Sawley Infant School	18,698.16	-	-	18,698.16	-	18,698.16	8,604.00	57,481.81	66,085.81	84,783.97	SCHEDULED BODY			
00379	Sawley Junior School	7,927.99	-	-	7,927.99	-	7,927.99	2,700.00	26,485.15	29,185.15	37,113.14	SCHEDULED BODY			
00380	Shardlow Primary School	4,965.53	-	-	4,965.53	-	4,965.53	1,800.00	18,637.34	20,437.34	25,402.87	SCHEDULED BODY			
00381	Immaculate Conception Academy Trust	12,067.26	-	-	12,067.26	-	12,067.26	3,999.00	40,449.59	44,448.59	56,515.85	SCHEDULED BODY			
00382	Allenton Primary School	24,671.02	-	-	24,671.02	-	24,671.02	22,924.00	95,125.62	118,049.62	142,720.64	SCHEDULED BODY			
00383	Outward Academy Newbold	49,154.51	-	-	49,154.51	-	49,154.51	-	168,966.94	168,966.94	218,121.45	SCHEDULED BODY			
00384	Tumditch Primary	1,942.91	-	-	1,942.91	-	1,942.91	-	6,932.50	6,932.50	8,875.41	SCHEDULED BODY			
00385	William Gilbert Primary	14,990.82	-	-	14,990.82	-	14,990.82	-	52,022.43	52,022.43	67,013.25	SCHEDULED BODY			
00386	St Laurence Primary School	12,632.41	-	-	12,632.41	-	12,632.41	-	47,279.00	47,279.00	59,911.41	SCHEDULED BODY			
00387	Akaal Academy Trust Derby Limited	2,170.14	-	-	2,170.14	-	2,170.14	-	7,320.95	7,320.95	9,491.09	SCHEDULED BODY			
00388	Inkersall Primary Academy	19,813.12	-	-	19,813.12	-	19,813.12	-	69,644.27	69,644.27	89,457.39	SCHEDULED BODY			
00389	St Philip Howard Catholic Voluntary Academy	17,912.95	-	-	17,912.95	-	17,912.95	-	62,039.79	62,039.79	79,952.74	SCHEDULED BODY			
00390	St Giles CofE Aided Primary School	4,953.69	-	-	4,953.69	-	4,953.69	-	19,616.66	19,616.66	24,570.35	SCHEDULED BODY			
00391	Walter Evans Primary School	17,624.63	-	-	17,624.63	-	17,624.63	-	64,961.19	64,961.19	82,585.82	SCHEDULED BODY			
00392	Swanwick Hall School	58,591.13	-	-	58,591.13	-	58,591.13	-	192,976.77	192,976.77	251,567.90	SCHEDULED BODY			
00393	John Flamsteed Community School	23,562.48	-	-	23,562.48	-	23,562.48	-	79,876.18	79,876.18	103,438.66	SCHEDULED BODY			
00395	David Neiper Academy	13,512.52	-	-	13,512.52	-	13,512.52	-	39,713.87	39,713.87	53,226.39	SCHEDULED BODY			
00396	Christ Church CofE Primary School	6,960.74	-	-	6,960.74	-	6,960.74	-	24,558.98	24,558.98	31,519.72	SCHEDULED BODY			
00397	Whitecotes Primary Academy	6,441.81	-	-	6,441.81	-	6,441.81	-	22,375.81	22,375.81	28,817.62	SCHEDULED BODY			
00398	Poolsbrook Primary Academy	4,190.51	-	-	4,190.51	-	4,190.51	-	14,805.78	14,805.78	18,996.29	SCHEDULED BODY			
00399	Barrow Hill Primary Academy	2,700.83	-	-	2,700.83	-	2,700.83	-	9,638.60	9,638.60	12,339.43	SCHEDULED BODY			
00401	Derbyshire Police Authority	2,287,762.46	-	-	2,287,762.46	5,822.14	2,293,584.60	1,422,000.00	4,190,199.39	5,612,199.39	7,905,783.99	SCHEDULED BODY			
00403	Derbys Fire & Rescue Service	348,034.37	-	-	348,034.37	-	348,034.37	165,000.00	634,596.30	799,596.30	1,147,630.67	SCHEDULED BODY			
00422	Landau Forte College	93,090.66	-	-	93,090.66	-	93,090.66	3,000.00	165,089.01	168,089.01	261,179.67	SCHEDULED BODY			
00439	Shirebrook Academy	57,560.88	-	-	57,560.88	-	57,560.88	54,000.00	130,320.93	184,320.93	241,881.81	SCHEDULED BODY			
00601	Holbrook Primary School	3,737.74	-	-	3,737.74	-	3,737.74	-	13,256.97	13,256.97	16,994.71	SCHEDULED BODY			

00602	St Edward's Catholic Academy	5,632.24	-	-	5,632.24	-	5,632.24	-	19,782.47	19,782.47	25,414.71	SCHEDULED BODY		
00603	St Joseph's Catholic Primary School - M	4,895.19	-	-	4,895.19	-	4,895.19	-	17,406.88	17,406.88	22,302.07	SCHEDULED BODY		
00605	Birmingham Infant School	1,425.74	-	-	1,425.74	-	1,425.74	-	5,166.13	5,166.13	6,591.87	SCHEDULED BODY		
00606	Birmingham Junior School	5,667.75	-	-	5,667.75	-	5,667.75	-	20,176.78	20,176.78	25,844.53	SCHEDULED BODY		
00607	Noel Baker Academy	8,665.82	-	-	8,665.82	-	8,665.82	-	30,440.37	30,440.37	39,106.19	SCHEDULED BODY		
00120	Amber Valley Housing Ltd (Futures)	275,356.52	-	-	275,356.52	-	275,356.52	57,000.00	537,443.50	594,443.50	869,800.02	ADMITTED BODY		
00124	Three Valleys Housing Ltd (EM A Home	131,977.53	-	-	131,977.53	-	131,977.53	139,008.00	276,874.82	415,882.82	547,860.35	ADMITTED BODY		
00128	Dales Housing Ltd (Acclaim Housing Gr	64,722.09	-	-	64,722.09	-	64,722.09	101,750.00	156,922.96	258,672.96	323,395.05	ADMITTED BODY		
00170	Tramway Museum Society	2,887.90	-	-	2,887.90	-	2,887.90	15,000.00	11,780.35	26,780.35	29,668.25	ADMITTED BODY		
00176	D.C.I.L	1,635.36	-	-	1,635.36	-	1,635.36	15,000.00	6,717.36	21,717.36	23,352.72	ADMITTED BODY		
00184	Chesterfield Care Group	5,636.81	-	-	5,636.81	-	5,636.81	3,000.00	18,217.39	21,217.39	26,854.20	ADMITTED BODY		
00185	Belper Sports Centre	14,755.29	-	-	14,755.29	736.80	15,492.09	21,000.00	53,037.78	74,037.78	89,529.87	ADMITTED BODY		
00404	Derbys Student Residences Ltd	59,548.76	-	-	59,548.76	-	59,548.76	2,004.00	211,843.13	213,847.13	273,395.89	ADMITTED BODY		
00414	Cleanaway Ltd (Cfield Refuse)	19,496.23	-	-	19,496.23	-	19,496.23	-	84,819.93	84,819.93	104,316.16	ADMITTED BODY		
00416	VINCI PLC	2,104.88	-	-	2,104.88	-	2,104.88	-	14,831.89	14,831.89	16,936.77	ADMITTED BODY		
00417	Cleanaway Ltd (AV Refuse)	21,383.38	-	-	21,383.38	-	21,383.38	-	84,214.88	84,214.88	105,598.26	ADMITTED BODY		
00418	Initial Facilities Services	1,722.09	-	-	1,722.09	-	1,722.09	-	8,056.32	8,056.32	9,778.41	ADMITTED BODY		
00419	Initial Catering Services	4,487.79	-	-	4,487.79	-	4,487.79	-	18,450.56	18,450.56	22,938.35	ADMITTED BODY		
00420	DC Leisure Management Ltd (AV)	29,125.90	-	-	29,125.90	-	29,125.90	-	82,079.16	82,079.16	111,205.06	ADMITTED BODY		
00421	L + C Partnership Ltd (AV)	CONTRIBUTIONS WITH 420	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
00424	Balfour Beatty (Monthly)	5,876.67	-	-	5,876.67	-	5,876.67	-	18,175.00	18,175.00	24,051.67	ADMITTED BODY		
00424(2)	Balfour Beatty Power Networks	3,370.16	-	-	3,370.16	-	3,370.16	-	12,651.06	12,651.06	16,021.22	ADMITTED BODY		
00425	Macintyre Care	22,871.97	-	-	22,871.97	-	22,871.97	-	7,865.79	7,865.79	30,737.76	ADMITTED BODY		
00426	SiV Enterprises Ltd	5,948.64	-	-	5,948.64	-	5,948.64	-	4,610.65	4,610.65	10,559.29	ADMITTED BODY		
00427	Veloia Ltd (HP Refuse)	31,781.36	-	-	31,781.36	-	31,781.36	-	-	-	31,781.36	ADMITTED BODY		
00428	HP - DC Leisure Management	26,594.03	-	-	26,594.03	-	26,594.03	-	53,697.01	53,697.01	80,291.04	ADMITTED BODY		
00429	HP - Leisure & Community Partnership	CONTRIBUTIONS WITH 429	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
00433	Grayson's Restaurants now Brookwood	3,559.88	-	-	3,559.88	-	3,559.88	-	12,523.10	12,523.10	16,082.98	ADMITTED BODY		
00434	DELL Corporation Ltd	1,290.32	-	-	1,290.32	-	1,290.32	-	3,092.40	3,092.40	4,382.72	ADMITTED BODY		
00435	Superclean - Fire Cleaners	816.21	-	-	816.21	-	816.21	-	1,662.08	1,662.08	2,478.29	ADMITTED BODY		
00438	Northgate UK Ltd	34,631.40	-	-	34,631.40	-	34,631.40	-	126,474.76	126,474.76	161,106.16	ADMITTED BODY		
00441	Arvato	94,389.67	30.73	-	94,420.40	-	94,420.40	6,665.00	212,881.45	206,216.45	300,636.85	ADMITTED BODY		
00442	Kier	40,569.24	-	-	40,569.24	-	40,569.24	-	81,378.04	81,378.04	121,947.28	ADMITTED BODY		
00443	Mitie	6,188.04	-	-	6,188.04	-	6,188.04	-	27,319.56	27,319.56	33,507.60	ADMITTED BODY		
00444	Compass	1,400.65	-	-	1,400.65	-	1,400.65	-	5,195.64	5,195.64	6,596.29	ADMITTED BODY		
00445	Barnados	3,394.10	-	-	3,394.10	-	3,394.10	996.00	10,256.11	11,252.11	14,646.21	ADMITTED BODY		
00446	Active Nation	3,488.96	-	-	3,488.96	-	3,488.96	2,004.00	12,194.04	14,198.04	17,687.00	ADMITTED BODY		
00447	ABM Catering Ltd (Derby Moor School)	959.66	-	-	959.66	-	959.66	-	4,427.93	4,427.93	5,387.59	ADMITTED BODY		
00450	ABM Catering Ltd (Gayton Primary Sch)	61.87	-	-	61.87	-	61.87	-	161.95	161.95	223.82	ADMITTED BODY		
00451	Compass Ltd (City)	10,019.00	-	-	10,019.00	-	10,019.00	-	18,150.51	18,150.51	28,169.51	ADMITTED BODY		
00452	4 Children	1,147.88	-	-	1,147.88	-	1,147.88	-	3,133.31	3,133.31	4,281.19	ADMITTED BODY		
00453	Cleanslate (UK) Ltd (Pottery)	623.88	-	-	623.88	-	623.88	-	2,653.96	2,653.96	3,277.84	ADMITTED BODY		
00454	Cleanslate (UK) Ltd (City Schools)	187.49	-	-	187.49	-	187.49	-	777.27	777.27	964.76	ADMITTED BODY		
00456	Vinci Construction	304.91	-	-	304.91	-	304.91	-	1,062.37	1,062.37	1,367.28	ADMITTED BODY		
00457	Derby Museums and Arts Trust	30,535.35	-	-	30,535.35	-	30,535.35	-	100,807.68	100,807.68	131,343.03	ADMITTED BODY		
00458	Elior UK plc	557.51	-	-	557.51	-	557.51	-	2,756.71	2,756.71	3,314.22	ADMITTED BODY		
00460	Balfour Beatty (Derby BSF)	2,788.86	-	-	2,788.86	-	2,788.86	-	9,169.39	9,169.39	11,958.25	ADMITTED BODY		
00461	European Electronique	2,795.16	-	-	2,795.16	-	2,795.16	-	5,992.44	5,992.44	8,787.60	ADMITTED BODY		
00466	Arvato (DDDC)	18,872.33	-	-	18,872.33	-	18,872.33	-	47,128.54	47,128.54	66,000.87	ADMITTED BODY		
00467	Derby County Community Trust	3,555.10	-	-	3,555.10	-	3,555.10	-	8,570.25	8,570.25	12,125.35	ADMITTED BODY		
00468	Aspens	2,306.15	-	-	2,306.15	-	2,306.15	-	9,558.38	9,558.38	11,864.53	ADMITTED BODY		
00469	Elite	397.47	-	-	397.47	-	397.47	-	1,593.33	1,593.33	1,990.80	ADMITTED BODY		
00470	Vinci Construction UK Ltd - Ashcroft & F	1,127.40	-	-	1,127.40	-	1,127.40	-	5,246.97	5,246.97	6,374.37	ADMITTED BODY		
00471	NSL Ltd	2,518.28	-	-	2,518.28	-	2,518.28	-	13,284.92	13,284.92	15,803.20	ADMITTED BODY		
00472	Mellors Catering Services	4,455.48	-	-	4,455.48	-	4,455.48	-	24,866.43	24,866.43	29,321.91	ADMITTED BODY		
00473	Vinci Plc (Ravensdale)	838.49	-	-	838.49	-	838.49	-	6,268.57	6,268.57	7,107.06	ADMITTED BODY		
00474	7 Hills Leisure Trust	3,006.01	-	-	3,006.01	-	3,006.01	-	13,324.93	13,324.93	16,330.94	ADMITTED BODY		
00475	Voluntary and Community Services Peal	1,076.40	-	-	1,076.40	-	1,076.40	-	6,180.36	6,180.36	7,256.76	ADMITTED BODY		
00476	DCS Cleaning Solutions	389.28	-	-	389.28	-	389.28	-	1,436.88	1,436.88	1,826.16	ADMITTED BODY		
00477	Churchill Contractor Services	2,593.43	-	-	2,593.43	-	2,593.43	-	12,090.08	12,090.08	14,683.51	ADMITTED BODY		
00478	Taylor Shaw	3,026.26	-	-	3,026.26	-	3,026.26	-	18,075.09	18,075.09	21,101.35	ADMITTED BODY		
	Action for Children	-	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
	Catering Academy	-	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
	CSE Education	-	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
	Derbyshire Building Control	-	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
	Mellors Catering	-	-	-	-	-	-	-	-	-	-	ADMITTED BODY		
<b>Sub-total</b>		<b>37,276,726.36</b>	<b>54,029.79</b>	<b>5,773.30</b>	<b>37,336,529.45</b>	<b>184,528.79</b>	<b>37,521,058.24</b>	<b>14,664,355.00</b>	<b>102,105,970.78</b>	<b>116,770,325.78</b>	<b>154,291,384.02</b>			
Less adjustments for DCC contributions							-	-	928,225.37	928,225.37	928,225.37			
<b>Total</b>							<b>37,521,058.24</b>	<b>14,664,355.00</b>	<b>101,177,745.41</b>	<b>115,842,100.41</b>	<b>153,363,158.65</b>			

## COMMUNICATIONS POLICY

### 1 Statement of Policy on Communications - Pensions Administrations

At its meeting on 9 September 2015 the Pensions and Investment Committee approved the following Communications Policy Statement for the Pension Administration Team.

#### Communications Strategy

The Pensions Administration Team prepares a communication strategy on an annual basis with progress on delivery being reported back to the Pensions and Investment Committee. The key themes for 2015-16 are as follows:

- a) continuing to communicate the benefits of the scheme amongst stakeholders and potential members, whilst going into greater detail with those Fund members who are approaching and planning their retirement;
- b) establishing a communications framework in collaboration with employers to provide timely, pertinent messages which are meaningful for their employees;
- c) using electronic communications whenever appropriate, as well as continuing to promote the web-pages as the 'hub' for providing communications material and supporting employing authorities with employee processes (e.g. auto-enrolment and switching to and from the new 50/50 scheme);
- d) developing channels for Fund member access and feedback;
- e) monitoring the cost-effectiveness of all communication and developing the Fund's activities accordingly, including taking a pragmatic approach to estimate requests; and
- f) developing our commitment to regional and national initiatives, taking advantage of partnership working and innovative communication methods developed and tested elsewhere, and sharing the Fund's experience in return.

#### Communication with Scheme Members

The objectives of the Fund's communications with scheme members include: highlighting the benefits of the LGPS, encouraging and retaining membership, allowing members to keep up-to-date with LGPS development, reducing the level of questions and queries and encouraging members to use the website to carry out 'self-service' calculations.

The Fund's employers should provide access to details of the LGPS on appointment within:

- The letter of appointment

- The Membership Information form

A statutory notification of admission to the LGPS is issued by the Administering Authority to all new members within 12 weeks of receiving notification from their employer.

An annual benefit statement is provided by the Administering Authority to all active and deferred scheme members.

The Fund promotes its website which is maintained by the Administering Authority (Derbyshire County Council – [www.derbyshire.gov.uk](http://www.derbyshire.gov.uk)) as the principal means of communicating with those who have an interest in the LGPS, including active, deferred members and pensioners. Details of the scheme, access to calculating an estimate of pension entitlement and the Fund's policies are all available. The website also provides links to other related sites such as the LGA and DCLG.

In the case of those who do not have access to the internet or, where paper copies are required, the Fund's Pension Administration Team and the Derbyshire County Council contact centre, Call Derbyshire, can provide booklets and factsheets on request.

In addition to showing changes on the website, any significant scheme changes are notified to scheme members through collaboration with employers. Greater collaboration allows the employers to communicate key messages to members through internal emailing facilities, chief officer messages, pay-slips and e-magazines.

Deferred pensioner members receive an annual benefit statement together with details of any changes insofar as they are affected.

### **Communication with Representatives of Members**

Information on the LGPS is available on the Fund's website to representatives of LGPS members to assist with enquiries from trade unions, Independent Financial Advisors and Solicitors.

### **Communication with Prospective Members**

The objectives of the Fund's communications with prospective members include encouraging membership and ensuring that prospective members have sufficient information to understand the nature of the LGPS.

Prospective members have access to the website and can request a copy of the scheme guide and factsheets.

### **Communication with Scheme Employers**

The objectives of the Fund's communications with scheme members include: improving relationships, ensuring scheme employers are up-to-date with LGPS developments (including their obligations), working together to maintain accurate data, ensuring scheme employers understand the benefits of LGPS and exploring opportunities to reduce costs through greater collaboration.

Scheme employers are informed of changes to the scheme, policies and procedures by an Employers' Newsletter. These are issued as and when required in both electronic and paper format. This is increasingly supported by more regular email alerts to key employer contacts. In addition, information is available to employers on dedicated "employer pages" of the Fund's website, along with the provision of training events as required.

## **Annual General Meeting**

An Annual General Meeting is held each year which is open to all Scheme Members and Employers.

## **Others**

Non-scheme employers are made aware of the provisions of the LGPS by the Fund's website.

## **2 Statement of Policy on Communications - Investments**

At its meeting on 9 September 2015 the Pensions and Investment Committee approved the following Communications Policy Statement for the Investment Team.

It is the Pensions and Investment Committee's policy to provide the Fund's stakeholders, including Scheme Members, Representatives of Members, Prospective Members and Scheme Employers with as much information as possible to understand the investment strategy, funding levels and risk strategy.

This is achieved by the following means:

### **a) Policy documents**

The following investment-related documents are available to the Fund's stakeholders on the Fund's website and in hard copy form (on request):

## **Statement of Investment Principles**

The Statement of Investment Principles describes the broad principles adopted by the Pensions and Investment Committee in carrying out its duties and how it complies with best practice (Myners' Principles).

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The Statement of Investment Principles describes the broad principles adopted by the Pensions and Investment Committee in carrying out its duties and how it complies with best practice (Myners' Principles).

## **Pension Fund's Annual Report**

The Committee's Annual Report provides background information relating to investment markets in the previous year, extracts from the Fund's accounts and its performance details over the longer term.

## **Funding Strategy Statement**

The Funding Strategy Statement looks at the Pension Fund's liabilities and how these are to be met over the longer term.

### **b) Pensions and Investment Committee meetings**

Pensions and Investment Committee meetings are held quarterly. The Committee comprises members representing Derbyshire County Council and Derby City Council. Trades Union representatives attend as observers. The meetings are open to members of the public, other than for exempt reports (e.g. those dealing with contractual arrangements). Copies of reports and minutes are available on request and are published on Derbyshire County Council's website.

### **How to contact the Fund**

Telephone the helpline number: 01629 538900

Or write to:

Pensions Section  
Derbyshire County Council  
County Hall  
Matlock  
Derbyshire  
DE4 3AH

**Date approved by the P&IC 9 September 2015.**



# Derbyshire Pension Fund

## Pension Administration Strategy

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Version V1.1

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## **1 Introduction**

- 1.1 This document details the Pensions Administration Strategy of the Derbyshire Pension Fund (“the Fund”) administered by Derbyshire County Council (“the administering authority”). It details the procedures for liaison and communication with scheme employers within the Fund and the relationship between the scheme employers and the administering authority.
- 1.2 This aim of this strategy is to set out the quality and performance standards expected of all scheme employers within the Fund. It also provides details on how performance levels will be monitored and the action that may be taken where performance levels fall below the expected standards. It seeks to promote good working relationships, improve efficiency and enforce quality between scheme employers and the administering authority.
- 1.3 This strategy has regulatory backing in the form of the Local Government Pension Scheme (LGPS) Regulations 2013, Part 2 – Administration, regulation 59. The regulations are available at [http://www.legislation.gov.uk/uksi/2013/2356/pdfs/ukxi\\_20132356\\_en.pdf](http://www.legislation.gov.uk/uksi/2013/2356/pdfs/ukxi_20132356_en.pdf).

## **2 Background**

- 2.1 The LGPS represents a significant benefit to scheme members. Much of the success in promoting the scheme amongst scheme members and ensuring a high quality service delivery depends upon the relationship between the administering authority and scheme employers in the day to day administration of the scheme. Good quality administration can also help in the overall promotion of the scheme and remind or alert employees to the value of the LGPS, thereby helping with recruitment, retention and motivation of employees.
- 2.2 The Derbyshire Pension Fund is one of 89 LGPS administering authorities in England and Wales and comprises over 160 scheme employers with active members, and approximately 90,000 scheme member records. The efficient delivery of the benefits of the LGPS is dependent on sound administrative procedures being in place between a number of parties, including the administering authority and scheme employers.

## **3 Implementation**

- 3.1 The scheme employers who participate in the Derbyshire Pension Fund are included in Appendix A of this document. Furthermore, this Strategy applies to all new employers admitted to the fund following the date stated below. It is effective from 1st April 2015, with annual reviews.

## **4 Liaison and Communications with Scheme Employers**

- 4.1 The administering authority takes responsibility for ensuring that all employers have access to current administration procedures and will communicate with employers when these, or this strategy changes.

- 4.2 Detailed current procedures, training initiatives and information can be found in the Employers Administration Guide on the administering authority's website at:  
[http://www.derbyshire.gov.uk/working\\_for\\_us/pensions/employers/default.asp](http://www.derbyshire.gov.uk/working_for_us/pensions/employers/default.asp).  
The administering authority takes responsibility for ensuring that this and accompanying forms are kept up to date and that all employers are informed of any changes.
- 4.3 Further support for scheme employers is provided by the Local Government Association (LGA) in the form of an HR Guide to the 2014 Scheme  
<http://www.lgpsregs.org/index.php/guides/hr-guide-to-the-2014-scheme>, and a Payroll Guide to the 2014 Scheme  
<http://www.lgpsregs.org/index.php/guides/payroll-guide-to-the-2014-scheme>.  
This reflects the increased responsibility placed upon scheme employers by LGPS 2014.
- 4.4 In order that all employers receive generic updates or requests specifically for them, we will require employers to nominate 'authorised signatories' as formal points of contact for all method of the fund's communications. The nominated authorised signatories will be responsible for passing all pensions information to the relevant members of staff within their organisation.
- 4.5 Where an employer is unsure of any element of data the fund requires, or anything else regarding their responsibilities they should contact Derbyshire Pension Fund by phone on 01629 538900 or email,  
[pensions@derbyshire.gov.uk](mailto:pensions@derbyshire.gov.uk), for support.
- 4.6 Full details of the administering authority's communication strategy is available on the administering authority's website.

## **5 Data submission and processing**

### **5.1 Internal Standards**

The administering authority and scheme employers will ensure that all functions/tasks are carried out to agreed quality standards. In this respect the standards to be met are:

- ❖ Compliance with all the requirements set out within the employer administration guide
- ❖ Work to be completed in the required format and/or on the appropriate forms as referred to within the employer administration guide
- ❖ Information to be accurate and provided within the set timeframes
- ❖ Communications to be in plain English
- ❖ Requests for information to be provided within the set timeframes
- ❖ Information provided to be checked for accuracy by an appropriate qualified member of staff where necessary
- ❖ Documents and forms to be completed and signed by nominated authorised signatory as notified to administering authority

## 5.2 Overriding legislation

In carrying out their roles and responsibilities in relation to the administration of the LGPS, the administering authority and scheme employers will, as a minimum, comply with the overriding legislation, including:

The Local Government Pension Scheme Regulations 2013, including subsequent amendments and saved provisions

Finance Act 2004 and subsequent relevant Finance Act legislation

Pensions Act 1995, subsequent amendments and associated disclosure legislation

Freedom of Information Act 2000

Age discrimination Act 2006

Data Protection Act 1998

Disability Discrimination Act 1995

The Occupational and Personal Pension Schemes (Disclosure of Information) Regulations 2013

Equality Act 2010

Civil Partnership Act 2004

Transfer of Undertakings (Protection of Employment) Regulations 2006

Health and Safety Legislation

Workplace Pensions (Auto Enrolment) Legislation

- 5.3 The administering authority's standards cover all aspects of the administration of the scheme, where appropriate, going beyond the overriding legislation requirements as required by the LGPS regulatory body, the (Department for) Communities and Local Government (CLG). These standards and how they are measured are set out and explained in greater depth in section **Error! Reference source not found..**

## 6 Service Level Agreement targets

- 6.1 The use of time and accuracy based targets are vital in ensuring that the mutual goals of the administering authority and scheme employers of a high level and cost effective service delivery are Specific, Measurable, Achievable, Relevant and Time specific.

- 6.2 The administering authority has taken time to consult internally and with employers to ensure that these targets provide an acceptable balance allowing for each other's priorities and work pressures and the minimum turnaround times required to ensure that the administering authority's pension system is as up to date and accurate as possible. By keeping the system up to date the authority aims to significantly reduce pension related workloads and queries by avoiding the follow-on issues which can arise when information is not up to date. This also serves to improve the service to our members.
- 6.3 Targets will apply to all employers, although the administering authority may only publish performance against the targets for our larger employers (and itself) in respect of benefit administration on a regular basis.
- 6.4 Data for employers with fewer scheme members would be made available to an appropriate individual upon request. For these employers, and for areas outside of benefit administration, the amount of data available would typically not be statistically meaningful.
- 6.5 Where an employer consistently under performs against the performance targets appropriate action will be taken where necessary and in accordance with the LGPS Regulations in force at that time.

## 7 Measuring against the targets

- 7.1 In order to avoid misleading statistics through ad-hoc anomalies (such as a form being received several years after the qualifying event) the Fund will measure performance in two different ways
  - ❖ Average of all relevant data within the period
  - ❖ Percentage of events that meet the stated target
- 7.2 All measurements will be in 'working days' from the qualifying date (i.e. start date for new joiner and last day of employment for leaver/retiree), unless otherwise stated. Where a form/notification is received early a negative number of working days will be registered (which will improve that employer's average).

### 7.3 Terms Used

Term	Definition
Complete	For the terms of this strategy 'Complete' is defined as when we receive a notification / form with no gaps in mandatory areas of data, where the information provided is not contradictory or inconsistent with previous information provided and has been signed by an appropriate person within that employer and one that is an authorised signatory as registered with the administering authority.
Date of the Event	The date of the event refers to the date the member joined the pension scheme in the case of a new starter, the date of leaving employment or the effective date of change in respect of a change to the member's personal or contractual data
The Fund	The Derbyshire Pension Fund
Administering Authority	Derbyshire County Council in its' capacity as the Administering Authority

## 8 Employer Targets

### 8.1 Benefits Administration

Function/Task	Performance Target
<b>New Starter</b> Administering Authority to receive complete data required to achieve active membership	Within 6 weeks of member's contractual, auto-enrolment or re-enrolment date
<b>New Starter</b> Employer to provide new member with Membership Information Form and any other pensions related new starter information as defined by the Administering Authority	Within 1 calendar month of the new member's first day in the scheme
<b>Leaver without immediate entitlement to benefits</b> Administering Authority to receive complete data required to calculate member's benefit and comply with disclosure regulations	Within 20 working days of member's last day of employment or within 20 working days of last day of scheme membership
<b>Leaver with immediate entitlement to benefits</b> Administering Authority to receive complete data required to calculate and pay member's benefits	Complete leaver details to be provided 15 working days prior to member's last day of employment, where no change in gross monthly salary is anticipated. Where pay is subject to monthly change, aim to provide data within 20 working days of member's last day of employment or within 20 working days of last day of scheme membership.
<b>Ill-Health Retirement</b> Completed Certificate to be provided to Administering Authority	To be provided with complete leaver data within 15 working days prior to member's last day of employment
<b>Change of details (personal and contractual):</b> Complete data to be provided to Administering Authority	Within 1 calendar month of effective date of change (or notification of personal details change by member to Employer)
<b>Data queries</b> Queries related to data submissions / member records	To fully answer all enquiries from the Administering Authority within 10 working days of receipt of the query.  For Death in Service and Retirement related queries, to fully answer all enquiries within 3 working days of receipt of query
<b>Scheme member information</b> Distribute any information provided by Administering Authority to scheme members/potential scheme members	Within 15 days of its receipt
<b>Material changes to workforce</b> Notification to the Administering Authority (so they can liaise with actuary) of material changes to workforce/assumption related areas (e.g. restructurings/pay reviews/employer going to cease/contracting out of services)	No later than 10 working days after material change / formal employer agreement on assumption related areas
<b>Member dismissal</b> Where employer wishes to recover sums from member's pension benefit as a result of member's gross misconduct and loss to employer	Dismissal form and details of recovery amount to be provided with leaver information. Recovery is not possible once benefits information has been provided to member.

### 8.2 Financial Administration

Function/Task	Performance Target
<b>Payment of contributions</b> Remit and provide schedule of member/employer contributions, including additional contributions	By the 19 <sup>th</sup> calendar day of the following month to which contributions were deducted
<b>In-house Additional Voluntary Contributions deducted from member's salary</b> Remit to AVC Provider	By the 19th calendar day of the following month to which contributions were deducted
<b>Costs arising in respect of early retirement of member with employer consent</b> Early retirement costs (shortfall payments)	To be paid within 30 days of the date of invoice issued by the Administering Authority
<b>Recharge arrangements (if applicable)</b> Recharge payments in respect of pension members – for example Compensatory Added Years	To be paid within 30 days of the date of invoice issued by the Administering Authority

<b>Financial Reporting</b> Payments in respect of FRS17 and IAS19 work carried out on behalf of Employers by the Fund's Actuary	To be paid within 30 days of the date of invoice issued by the Administering Authority
<b>Actuarial Advice/Work</b> Payments in respect of all other work carried out on behalf of the Employer by the Fund's Actuary	To be paid within 30 days of the date of invoice issued by the Administering Authority
<b>Under performance</b> Ensure payment of additional costs to the Administering Authority associated with the poor performance of the scheme employer	Within 30 working days of receipt of invoice issued by the Administering Authority
<b>Pension Contributions</b> Arrange for the correct deduction of employee contributions from a scheme members pensionable pay on becoming a scheme member	Immediately on joining the scheme, opting in or change in circumstances
<b>Pension Contributions</b> Ensure correct employee contribution rate is applied and arrange for reassessment of employee contribution rate in line with employer's policy	Immediately upon commencing scheme membership, reviewed as per policy
<b>Pension Contributions</b> Ensure correct rate of employer contribution is applied	Immediately following confirmation from the administering authority of appropriate employer contribution rate
<b>Pension Contributions</b> Ensure correct deduction of pension contributions during any period of child related leave, trade dispute or other forms of leave of absence from duty	Immediately, as determined by the fund legislation or following receipt of election from scheme member to make the necessary pension contributions
<b>Pension Contributions</b> Commence/amend/cease deductions of additional contributions	Commence/amend in month following election to pay contributions or notification received from administering authority, cease immediately following receipt of election from scheme member
<b>Pension Contributions</b> Refund any employee contributions when employees opts out of the pension scheme before 3 months	In the month following the month of receipt of opt out notification
<b>Pension Contributions</b> Cease deduction of employee contributions where a scheme member opts to leave the scheme	In the month following the month of receipt of opt out notification, or within one month of date of specified by member if later

### 8.3 Fund Administration

Function/Task	Performance Target
<b>End of Year Returns</b> Provide complete breakdown per employee of contribution, pay and service related data to enable production of annual pension statements and calculation of annual allowance for members	By the 1 <sup>st</sup> of May of each year to cover the financial year ending on 31 <sup>st</sup> March of that same year.
<b>TUPE Transfers (if they occur)</b> Inform the Administering Authority of all cases where a prospective new employer or admitted body may request to join the Fund as a result of re-organisation or TUPE transfer	3 calendar months prior to the date of re-organisation or Transfer
<b>Authorised Signatories</b> To provide updated list of Employer's staff authorised to receive or provide information in respect of Pensions related details	On an annual basis within 30 working days of request from the Administering Authority, or where Employer staff changes occur on ad-hoc basis to ensure signatories up to date
<b>Employers Discretion Policy</b> Formulate Publish and Update (as necessary) an Employer Discretion Policy in accordance with the LGPS Regulations.	Within 30 days of policy being agreed by the appropriate officers AND No later than 3 calendar months after being informed of changes within the LGPS Regulations by the Administering Authority
<b>Employer appointments</b> Appoint an independent medical practitioner qualified in occupational health medicine or arrange contract with third party, in order to consider all ill health retirement applications and agree appointment with Administering Authority	Within one month of commencing participation in the scheme or date of resignation of existing medical adviser
<b>Employer appointments</b>	Within 30 working days following the resignation of the current "appointed person"



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Appoint person for stage 1 of the pension dispute process and provide full details to the administering authority

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## 9 Administering Authority Targets

### 9.1 Liaison and Communication

Function/Task	Performance Target
<b>Administration Strategy:</b> Publish and keep under review the Fund's administration strategy	Review annually and publish within one calendar month of changes being agreed with scheme employers
<b>Employer Guides</b> Issue and keep up to date web based employer guides	Within 1 calendar month from date of change / amendment
<b>Member Guides</b> Issue and keep up to date scheme guide and all other literature for issue to scheme members	Within 1 calendar month from date of change / amendment
<b>Forms</b> Issue and keep up to date all forms required for completion by either scheme members, prospective scheme members or scheme employers	Within 1 calendar month from date of change / amendment
<b>Discretion Policies</b> Formulate and publish policies in relation to all areas where the administering authority may exercise a discretion within the scheme	Within 1 calendar month from date of agreement by Pensions and Investments Committee
<b>Employer Training</b> Deliver training sessions for scheme employers	Upon request from scheme employers, or as required
<b>Legislation Changes</b> Notify scheme employers and scheme members of changes to the scheme rules	Provide prior notification where possible and at latest within 1 calendar month from date of changes coming into effect
<b>Poor Performance</b> Notify scheme employer of issues relating to scheme employer's poor performance (including arranging meeting if required)	Within 10 working days of performance issue becoming apparent
<b>Poor Performance</b> Notify scheme employer of decision to recover additional costs associated with the scheme employer's poor performance (including any interest that may be due)	Within 10 working days of scheme employer failure to improve performance, as agreed
<b>Pension Statements</b> Issue annual benefit statements to deferred benefit members as at Pension Increase date each year	By the following 31 <sup>st</sup> August
<b>Pension Statements</b> Issue annual benefit statements to active members as at 31 March each year	By the following 31 <sup>st</sup> August

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### 9.2 Fund Administration

Function/Task	Performance Target
<b>Fund Valuation</b> Issue formal valuation results (including individual employer details)	Within 10 working days from receipt of results from fund actuary (but in any event no later than 31 March following the valuation date)
<b>Cessation Valuation</b> Carry out interim valuation exercise on cessation of admission agreements or scheme employer ceasing participation in the Fund.	Upon each cessation or occasion where a scheme employer ceases participation within the Fund.
<b>Admission Agreements</b> Arrange for the setting up of separate admission agreement funds, where required (including the allocation of assets and notification to the Secretary of State)	Within 3 months of agreement to set up such funds where all necessary information has been received to complete the agreement
<b>Admission Agreements</b> Arrange for all new prospective admitted bodies to undertake, to the satisfaction of the Fund, a risk assessment of the level or bond required in order to	To be completed before the body can be admitted to the Fund

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protect other scheme employers participating in the Fund	
<b>Indemnity / Bonds</b> Undertake a review of the level of bond or indemnity required to protect the other scheme employers participating in the Fund	Annually, or 3 months prior to bond expiry as necessary
<b>Governance Policy Statement</b> Publish, and keep under review, the fund's governance policy statement	Within 1 calendar month of the strategy being agreed by the Pensions and Investments Committee
<b>Funding Strategy Statement</b> Publish and keep under review the Pension Fund's funding strategy statement	To be reviewed at each triennial valuation, following consultation with scheme employers and the fund's actuary. Revised statement to be issued with the final valuation report
<b>Annual Report</b> Publish the Pension Fund annual report and any report from the auditor	By 1st December following the year end

### 9.3 Scheme Administration

Function/Task	Performance Target
<b>Member service Aggregation/Interfund</b> Make all necessary decisions in relation to a scheme member and issue combined statutory notification to new scheme member (including aggregation of previous LGPS membership)	10 working days of receipt of all necessary information
<b>Response to member enquiry</b> Provide responses to scheme members/scheme employers/personal representatives/dependents and other authorised persons	10 working days from receipt of enquiry
<b>Transfer Quotation</b> Provide transfer quote to scheme member / member's representative	10 working days of receipt of the estimated transfer value
<b>Transfer Payment</b> Confirm transfer-in payment and membership change to scheme member	10 working days of receipt of payment of transfer of value