

Governance and Administration of Berkshire Pension Scheme 2017/18

Minor Concerns

Ref	Concern	Cause	DATE MANAGEMENT INFORMED
a)	Conflicts and disputes may arise which could affect the Pension Fund if the Administering Authority cannot demonstrate members have received the guidance document detailing responsibilities and requirements of the Board/Panel and member	Confirmation of receipt of handbook not seen for the following Pension Board Members:- a) Alan Cross b) Neil Wilcox c) Andy Walker d) Surjit Nagra e) Terry Baldwin f) Jeff Ford A completed members log book recording receipt of the Members handbook has not been seen O/S Report 2012/13 (Concern 17), 2013/14 (Concern 12) 2014/15 (Concern 6) 2015/16 (Concern 12)	12/10/17 Follow up at next Board meeting 30/11/17
b)	Officers will not be assured that they are referring to current requirements	The Investment Statement Strategy has not been dated or details date of approval	12/10/17 Yes it has - 15/05/17
c)	Officers and the General Public will be referring to out of date documentation.	The Statement of Investment Principles dated 4/15 is still located on the website.	12/10/17 Removed from website 31/10/17
d)	Officers and the General Public may be referring to out of date documentation.	Compliance statement has not been reviewed/updated since 5/15 version	12/10/17 Currently under review. Will need to go to Panel for approval.
e)	Members/ Pensioners/ Employers may be referring to out of date information. Raised as minor TCR Governance report 9161 2016/17	The following policies available on the website do not appear to have been regularly reviewed:- a) Cash Management policy 4/15* b) Due Diligence 1/15* c) Governance Compliance Statement 5/15* d) Investment Philosophy 4/14 e) Investment Principles	12/10/17 a) Under review b) Under review c) Same document as at d) above. d) Under review e) No longer valid. Removed from website.

e)		<p>4/15*</p> <p>f) Reporting Breaches 11/15*</p> <p>g) Managing Risk 12/15*</p> <p>h) Employer Guide to Contribution Returns 4/14*</p> <p>In addition those policies/statement above marked * do not show the date the document was approved and by whom i.e. Panel.</p>	<p>f) Updated 31/10/17</p> <p>g) Will review</p> <p>h) All out of date versions now removed from website.</p>
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