



Officers Working Group (OWG) Meeting

16 June 2017 11.30 – 14.15

County Hall, Cardiff

Briefing Note for the JGC

Present:

Chris Moore (CM), Carmarthenshire (CCC)
Anthony Parnell (AP), Carmarthenshire
Christine Salter (CS), Cardiff
Gary Watkins (GW), Cardiff
Gareth Henson (GH), Cardiff
Dafydd Edwards (DE), Gwynedd
Phil Latham (PL), Flintshire

Nigel Aurelius (NA), Torfaen
Paul Rowles (PR), Torfaen
Dan Paley (DP), Powys
Joe Rollin (JR), Powys
Chris Lee (CL), RCT
Barrie Davies (BD), RCT
Jeff Dong (JD), Swansea

Other Attendees:

Tracey Williams (Carmarthenshire - Minute taker)
John Simmonds (CEM Benchmarking) **for Item 1 only**
Tej Dosanjh (CEM Benchmarking) **for Item 1 only**

Apologies for Absence:

Ben Smith (BS), Swansea
Debbie Fielder (DF), Flintshire
Caroline Roberts (CR), Gwynedd
Graeme Russell (GR), Torfaen
David Powell (DP), Powys

1. CEM Benchmarking presentation

John Simmonds and Tej Dosanjh delivered a presentation on CEM benchmarking, including a Q&A session, explaining who the company was, their backgrounds and what service they can provide to individual funds as well as pools. It was agreed that all eight funds would sign up to the benchmarking service.

2. Operator Agreement and Tender Process

The Invitation to Tender (ITT) was sent on 9 June 2017, tenderers have 33 days to submit. The evaluation process will take place between 10 July 2017 and 4 September 2017. Officers in each of the 4 evaluation pods to be agreed by end June 2017.

3. **Host Authority**

CCC completing the agenda and papers for the JGC.

The Scheme Advisory Board (SAB) and Cross Pool Collaboration Group are considering greater member engagement and it has been suggested (but not yet approved) that the chairs of each of the pools' governance committees meet every 3 months.

CCC have agreed with John Wright, Hymans that he attends the first JGC to provide a project overview/update.