



## Officers Working Group (OWG) Meeting

20 April 2018 10.00 – 14.15

County Hall, Cardiff

### Briefing Note for the JGC

#### **Present:**

Chris Moore (CM), Carmarthenshire (CCC)  
Anthony Parnell (AP), Carmarthenshire  
Christine Salter (CS), Cardiff  
Debbie Fielder (DF), Flintshire  
Dafydd Edwards (DE), Gwynedd  
Chris Hurst (CH), Powys  
Dan Paley (DP), Powys

Chris Lee (CL), RCT  
Barrie Davies (BD), RCT  
Yvonne Keitch (YK), RCT  
Jeff Dong (JD), Swansea  
Karen Cobb (KC), Swansea  
Graeme Russell (GR), Torfaen

#### **Other Attendees:**

Tracey Williams (TW), Carmarthenshire (Minute taker)  
Paul Potter (PP), Hymans  
Sasha Mandich (SM), Russell Investments  
Eamonn Gough (EG), Link Fund Solutions

#### **Apologies for Absence**

Gareth Henson (GH), Cardiff  
Gary Watkins (GW), Cardiff  
Phil Latham (PL), Flintshire  
David Powell (DP), Powys  
Jane Thomas (JT), Powys

Ben Smith (BS), Swansea  
Nigel Aurelius (NA), Torfaen  
Paul Rowles (PR), Torfaen

#### **1. Draft FCA application and Prospectus**

It has been commented on by Burges Salmon. Link to provide an overview of the key areas for consideration/agreement by officers. Working towards getting the final document to the JGC on 11 May 2018 (if possible) for sign off.

#### **2. Two initial sub-fund proposals**

It was agreed that the info in the final document for the initial 2 sub funds, which was agreed in principle by the JGC on 28 March 2018, would be included in the prospectus.

#### **3. Draft relationship management and service delivery document**

Link presented the paper on responsibilities of the Link team and the engagement protocols. This is in addition to what is included in the operator agreement.