

**Scheme Registration Number 101147703**

**University of Cambridge Assistants' Contributory Pension Scheme**  
**Trustee's Report and Financial Statements**  
**For the year ended 31 July 2019**

# Cambridge University Assistants' Contributory Pension Scheme

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# Cambridge University Assistants' Contributory Pension Scheme

## Scheme Management and Advisers

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### Trustee:

CU Pension Trustee Ltd

### The Trustee Directors during the year were:

#### Appointed by the Finance Committee

Mr. H Jacobs (Chairman)

#### Appointed by Council

Mrs. J Rippeth - UCLES Group

Mr. D P Hearn - Clare College

Mrs E Stone - Director of Human Resources

Mr S Hutson

#### Elected by a ballot of active members

Mr. W Smith - University Computing Service

#### Elected by a ballot of retired members

Mr. W Galbraith

#### Appointed by Trades Unions

Mr. G Cross - UNISON

Mr. P Stokes - Department of Materials Science and Metallurgy – Unite the Union

### The Investments Committee members during the year were:

#### Appointed by the Trustee

Mr. D P Hearn - Chairman

Mr. H Jacobs

Dr. D Chambers - Judge Business School (until 31 December 2018)

Mr. B Wrey

Mr. S Hutson

Mr. N Cumming (from 1 April 2019)

Mrs. N Landell-Mills (from 1 April 2019)

# Cambridge University Assistants' Contributory Pension Scheme

## Advisers and Service Providers

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**The Scheme's professional advisers during the year were as follows:**

Legal Advisers: Mills & Reeve LLP  
Mayer Brown LLP

Bankers: Barclays Bank plc  
Bank of Scotland (until 24 May 2019)

Actuarial Advice: Cartwrights Consulting Ltd

Scheme Actuary: Mr R J Sweet FIA

Auditors: Crowe U.K. LLP

Investment Managers:

Kames Capital  
Majedie Asset Management  
State Street Global Advisors  
Genesis Asset Management  
Black Rock Alternative Advisors  
Payden & Rygel  
Credit Suisse Asset Management

Investment Consultant: Aon

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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The audited financial statements for the year ended 31 July 2019, a copy of which is included with this report, show that the Scheme's net assets now stand at £726.6m. These financial statements on pages 19 to 30 have been prepared and audited in accordance with the Regulations made under Section 41 (1) and (6) of the Pensions Act 1995.

### Trustee of the Scheme

The Cambridge University Assistants' Contributory Pension Scheme ("Scheme") was established under the authority of the Oxford and Cambridge Act 1923.

The Trustee of the Scheme is CU Pension Trustee Ltd. The procedures for appointment and removal of Directors can be obtained, on request, from the Pensions Office.

The Trustee has prepared a Statement of Investment Principles in accordance with the Pensions Act 1995 and copies are available, on request, from the Pensions Office.

The Trustee is also responsible for the working and control of the Scheme.

### Scheme Registration

The Scheme is registered with The Pensions Regulator. The Scheme's registration number is 101147703.

### Actuarial Position and Contributions

The formal actuarial certificate required by statute to be included in this Annual Report appears on page 35. In addition, as required by FRS102, the Trustee has included the Report on Actuarial Liabilities on page 13, which forms part of the Trustee's Report.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Investment management

The Portfolio is monitored by the Investments Committee, which met four times during the year to determine policy and monitor performance.

The day to day management of the Fund is carried out by Kames Capital, Majedie Asset Managers, State Street Global Advisors, Genesis Asset Management, Black Rock Alternative Advisors, Payden & Rygel and Credit Suisse Asset Management. These managers report regularly to the Investments Committee which is advised by Aon.

The total investments of the Scheme (excluding AVC investments) were £724.1m at 31 July 2019 compared with £706.4m at the previous year-end. During the year the net return on the Scheme's investments amounted to £14.4m. After adding net income from dealings with members of £3.3m the net increase in the fund during the year was £17.7m.

### Investment objectives

To achieve the overall financial and investment objective of the Portfolio, which is to meet the pension liabilities of the Scheme's Members, the Trustee has adopted:

- "funding objective" - to ensure that the Scheme is fully funded using assumptions that contain a modest margin for prudence. Where an actuarial valuation reveals a deficit, a recovery plan will be put in place which will take into account the financial covenant of the employer;
- "stability objective" – to have due regard to the likely level and volatility of required contributions when setting the Scheme's investment strategy; and
- "security objective" – to ensure that the solvency position of the Scheme (as assessed on a gilt basis) is expected to improve.

In addition, the specific long term investment objectives of the Portfolio are:-

- to attain a real total return (net of investment management fees) sufficient to preserve the funding status of the Scheme, and to enhance the funding status should the Scheme be under-funded;
- to obtain annualised returns in line with the Portfolio's blended benchmark for the target asset mix selected by the Investment Committee (see Asset Allocation below), measured over a five year period.

On the 2 September 2019 the Trustee agreed the following changes to the Investment Objectives:

- "security objective" – to ensure that the solvency position of the Scheme (as assessed on a gilt basis) is robust taking into account the strength of the Employer Covenant.

### Asset Allocation

The Scheme's long term strategic asset allocation is as follows:-

Asset Class	Target Allocation
UK Equity	30%
Overseas Equity	25%
Emerging Markets Equity	5%
Property	10%
Bonds	20%
Hedge Funds	10%
Cash	0%
<b>Total</b>	<b>100%</b>

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

### Investments Committee Report

The table below shows the asset allocation during the year.

Asset Allocation over the last 12 months						
Percentage of Total Assets	31/07/2018	30/09/2018	31/12/2018	31/03/2019	31/07/2019	Market Value as at 31/07/2019
	%	%	%	%	%	£
<b>Equity</b>						
U.K.	31.6	31.1	27.0	27.4	27.6	199,946,464
Global ex U.K.	24.1	24.4	22.8	23.6	24.0	173,488,568
Emerging Markets	9.1	8.8	9.1	9.4	9.9	71,352,555
<b>Property</b>	9.7	10.1	10.9	10.2	9.9	71,409,972
<b>Bonds</b>	18.3	18.3	19.1	18.3	18.0	130,492,148
<b>Hedge Funds</b>	6.5	6.6	6.9	6.6	5.8	41,704,909
<b>Cash</b>	0.7	0.7	4.2	4.5	4.8	35,002,054
<b>TOTAL ASSETS</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>723,396,670</b>

### Manager Allocations and Performance

The asset classes are managed by eight different fund managers to provide additional diversification benefits.

A summary of the managers' activities is as follows:

**State Street Global Advisors:** The assets held with State Street are invested across four passive funds that are designed to track the benchmark, a UK Equity Index (£127.7m), a Global Equity Fund (£57.0m), a Fundamental Index (£116.6m) and an Emerging Markets Fund (£30.0m).

**Majedie Asset Management:** The assets held with Majedie are invested in their high alpha fund called the UK Equity Services, which had a market value of £72.1m as at 31 July 2019.

Majedie's benchmark is the FTSE All-Share Index and the target is to outperform the benchmark. Over the year Majedie returned -6.3% underperforming the benchmark of 0.6% by 5.7%.

**Genesis Asset Management:** The assets held with Genesis are invested in their Genesis Emerging Markets Fund, which had a market value of £41.3m as at 31 July 2019. Over the year Genesis returned 9.2% outperforming the benchmark of 5.4% by 3.8%.

Genesis' benchmark is the MSCI Emerging Market Index and the target is to outperform the benchmark over rolling 3-year periods. Genesis Investment Management is a specialist investment manager for Emerging Markets. Genesis' investment approach is long-term. The currency exposure within this mandate is not hedged back to Sterling.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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**Kames Capital:** The assets held with Kames are invested in their Property Fund, which had a market value of £71.4m as at 31 July 2019. The foreign currency exposure in this fund is not hedged back to Sterling.

Kames benchmark is the AREF/IPD UK Quarterly All Balanced Property Funds Index and their target is to outperform the benchmark by 0.5% p.a. over a rolling three year period. Over the year Kames achieved a return of 4.7% outperforming the benchmark of 3.4% by 1.3%.

**BlackRock Alternative Advisors:** Appointed in July 2018, the Scheme's assets, approximately £41.7m are invested in their Capital Appreciation Strategy which aims to provide returns commensurate with the long-run return of global equity markets, with less volatility.

**Payden & Rygel:** Approximately £57.1m is invested with Payden & Rygel, a US-based manager with a global bond mandate, hedged to Sterling. The intention is to allow the Scheme to benefit from the opportunities available in the global bond markets while maintaining a focus on high quality government holdings.

Over the year Payden & Rygel returned 6.2% outperforming the benchmark of 5.9% by 0.3%.

**Credit Suisse Asset Management:** The assets held with CSAM are invested in their Credit Suisse Nova (Lux) Global Senior Loan Fund, which had a market value of £73.6m as at 31 July 2019.

The currency exposure in this fund is fully hedged back to Sterling. CSAM employs a bottom-up approach, focusing on the analysis of individual stocks and de-emphasizing the significance of economic cycles and market cycles, to investing in loans, and is allowed the discretion to invest across the capital structure and globally. CSAM's benchmark is the Credit Suisse Leveraged Loan Index and the target is to outperform the benchmark.

Over the year CSAM returned 1.7%, underperforming the benchmark of 2.2% by 0.5%



# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Statement of investment principles

The Trustee is required under The Occupational Pension Schemes (Investment) Regulations 2005 to prepare and maintain a Statement of Investment Principles as described by Section 35 of the Pensions Act 1995. A statement has been prepared in accordance with these regulations, approved by the Trustee. A copy of the statement may be obtained from the Secretary to the Trustee at the administration office.

The Trustee aims to be a responsible investor in a manner which is consistent with its investment objectives and legal duties, believing this approach to protect and to enhance the value of the Scheme's assets. The Trustee therefore expects its investment managers

- to integrate material extra-financial factors (such as corporate, environmental, social, governance and ethical considerations) into the selection, retention and realisation of the Scheme's investments;
- to give appropriate weight to such extra-financial factors in the monitoring of the policies and practices of current and potential investee companies;
- to follow good practice themselves;
- to encourage good practice in investee companies, including where feasible by the exercise of voting rights attaching to the Scheme's investments;
- to consider collaboration with others, as permitted by relevant legal and regulatory codes, where collaboration is likely to be the most effective mechanism for encouraging issues to be addressed;
- to choose the investment which seems best to reflect material extra-financial factors if there is a choice to be made between two or more investments with identical financial properties.

On the 2 September 2019 the Trustee agreed the following changes to the Statement of Investment Principles in relation to Social, Environmental or Ethical Considerations and Activism:

The Trustee acknowledges that environmental, social and governance (ESG) factors including climate change can negatively impact the value of investments held if not understood and evaluated properly. The Trustee considers this risk by taking advice from their Investment Consultant when setting the Scheme's asset allocation, when selecting managers and when monitoring their performance.

As part of their delegated responsibilities, the Trustee expects the Scheme's investment managers to take into account corporate governance, social, and environmental considerations (including long-term risks posed by sustainability concerns including climate change risks) in the selection, retention and realisation of investments.

### Stewardship - Voting and Engagement

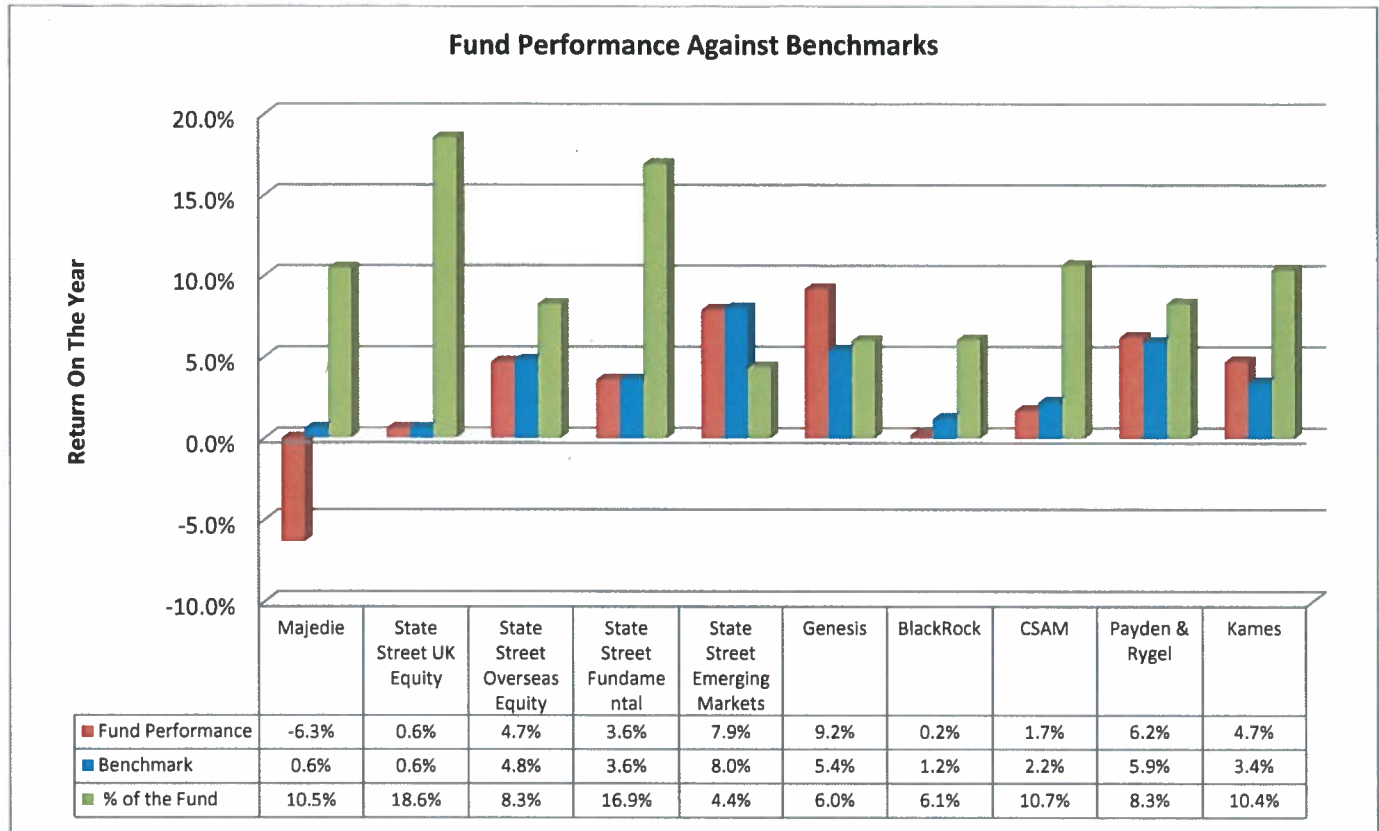
As part of their delegated responsibilities, the Trustee expects the Scheme's investment managers, as major institutional investors, to:

- engage with investee companies, where appropriate, with the aim to protect and enhance the value of assets;
- exercise the Trustee's voting rights in relation to the Scheme's assets in a way which holds directors of investee companies accountable for long-term and responsible behaviour.

The Trustee regularly reviews the continuing suitability of the appointed managers and takes advice from their Investment Consultant with regard to any changes. This advice includes consideration of broader stewardship matters and the exercise of voting rights by the appointed managers.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report



Overall the Scheme's assets have underperformed the Dynamic Benchmark return of 2.6% by 0.4% for the year to 31 July 2019. The 3-year annualised return for the fund remains at 8.0% against a benchmark of 7.9%.

The Committee believes that the present asset allocation with its wide diversification is still appropriate for the long term. The asset allocation remains the key to successful investment performance and because the Scheme's liability profile extends for almost 20 years, the Committee takes a long term view looking for a total investment return of 6.9%.

The recent investment performance is shown below, together with the impact of RPI inflation for the years ending 31 July:

	2015	2016	2017	2018	2019
	%	%	%	%	%
<b>Total Return</b>	<b>5.7</b>	<b>4.7</b>	<b>13.5</b>	<b>6.8</b>	<b>2.6</b>
<b>RPI</b>	<b>1.0</b>	<b>1.4</b>	<b>2.6</b>	<b>3.2</b>	<b>2.8</b>
<b>Total Real Return</b>	<b>4.7</b>	<b>3.3</b>	<b>10.9</b>	<b>3.6</b>	<b>-0.2</b>

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Transfer Values

Transfer values are calculated and verified in accordance with the Occupational Pension Schemes (Transfer Values) Regulations 1985, and no such transfer values were reduced. With effect from 1 January 2013 the Scheme only accepts transfers at the discretion of the Principal Employer.

### Pension Increases

With effect from 1 August 2019, the pensions in payment for members, who joined the Scheme after 1 January 2013, as at 1 August 2019 were increased by 3.0% (RPI). Pensions in payments for members who joined the Scheme after 1 January 2013 were increased by 2.0% (CPI). For retirements effective between 1 August 2018 and 30 June 2019 the increase was proportionate.

Increases in recent years have been as follows: -

	2016 %	2017 %	2018 %
Pre 2013 Joiners	1.4	3.7	3.3
Post 2013 Joiners	0.3	2.9	2.4

Revaluation of deferred pensions		
Date of leaving	Guaranteed Minimum Pension	Excess over Guaranteed Minimum Pension
Prior to Jan 1986	lesser of 5% and increase in National Average Earnings	N/A
Jan 1986 - Jul 1990	lesser of 5% and increase in National Average Earnings	lesser of 5% and increase in Retail Prices Index
Aug 1990 - Jul 1993	lesser of 5% and increase in National Average Earnings	Annual increase in the Retail Prices Index (guaranteed up to 12%)
Aug 1993 -31 Dec 2012	Annual increase in the Retail Prices Index, guaranteed up to 12%	
1 Jan 2013 onwards	Pre 2013 members: Annual increase in the Retail Prices Index, guaranteed up to 5% Post 2013 members: Annual increase in the Consumer Prices Index, guaranteed to 5%	

### Taxation Status

The Scheme is registered with Her Majesty's Revenue and Customs under the provisions of Part IV of the Finance Act 2004.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

### Membership Statistics

<b>Active Members</b>		
Active members at 31 July 2018		4905
Adjustment for late notification		14
Active members at 31 July 2018 restated		4919
New members during the year		967
		5886
Less:		
Leavers before retirement age (excluding Death in Service)	368	
To Preserved status	386	
Died in service	5	
Active members fully commuting	2	
Retired during the year	86	
		847
Active members at 31 July 2019		5039

<b>Preserved Pensioners</b>		
Preserved pensioners at 31 July 2018		4138
Adjustment for late notification		2
Preserved Pensioners at 31 July 2018 restated		4140
New preserved pensioners		386
		4526
Less:		
Preserved pensioners retired during the year	55	
Preserved pensioner deaths	4	
Preserved pensioners fully commuting	8	
Members transferring their preserved benefits	7	
		74
Preserved pensioners at 31 July 2019		4452

<b>Pensioners</b>		
Pensions in payment at 31 July 2018		3175
Adjustment for late notification		1
Pensions in payment at 31 July 2018		3176
New pensioners during the year	86	
Preserved pensioners retired during the year	55	
New child pensioners	2	
Widow/ers of pensioners dying during the year	22	
		165
Less:		
Pensioners dying during the year	77	
Child pensioners ceasing	2	
		79
Pensions in payment at 31 July 2019		3262

Employees who are auto enrolled in the Scheme are included as new members during the year; if they subsequently opt out they are added to leavers before retirement age.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### General Data Protection Regulation

The General Data Protection Regulation (GDPR) was introduced on 25 May 2018.

GDPR improves the legal protections offered to personal data controlled or processed by a third party. We have performed an extensive review of the arrangements we have in place and in order to ensure compliance with the legislation.

### Equalisation of Guaranteed Minimum Pensions (GMPs)

Benefits for members who joined the Scheme prior to April 1997 include a Guaranteed Minimum Pension (GMP) which broadly represents the pension which they would otherwise have accrued under the old State Earnings-Related Pension Scheme (SERPS). Following a recent High Court Judgment in the "Lloyds Bank" Case, the Trustee is aware that there may now be a requirement to adjust some members' Scheme benefits to address the current inequalities in the calculations of GMPs between men and women. This may result in modest increases in benefits for some members; however many may see no change, but no member will see the value of their benefits reduced as a result of this Judgment. The Government is due to issue further guidance on this matter, following which the Trustee will consider with their advisers what action should be taken.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Report on Actuarial Liabilities

Under Section 222 of the Pensions Act 2004, every scheme is subject to the Statutory Funding Objective, which is to have sufficient and appropriate assets to cover its technical provisions. The technical provisions represent the present value of the benefits members are entitled to, based on pensionable service to the valuation date. This is assessed using assumptions agreed between the Trustee and the University and set out in the Statement of Funding Principles, which is available to Scheme members on request.

The most recent full actuarial valuation of the Scheme was carried out as at 31 July 2018. This showed that on that date:

Value of the Technical Provisions	£742,670
Value of the assets	£708,068

The method and significant actuarial assumptions used to determine the technical provisions are as follows:

#### Method

The actuarial method to be used in the calculation of the technical provisions is the Projected Unit Method.

#### Significant actuarial assumptions

**Retail Price Inflation (RPI):** The RPI assumption will be determined at the valuation date based on the Bank of England spot yield at a point consistent with the duration of the Scheme liabilities. This rate will be rounded to the nearer 0.05% per annum less an allowance of 0.2% per annum for the Inflation Risk Premium. At this valuation the weighted duration of the liabilities has been calculated as 19 years, and the spot yield at the valuation date is 3.44% per annum. The RPI assumption is therefore 3.25% per annum.

**Consumer Price Inflation (CPI):** An allowance for future CPI increases is included at an assumed rate equal to the assumption for future RPI increases less 1.0% per annum. As at 31 July 2018 this resulted in an assumption for future CPI increases of 2.25% per annum.

**Discount Interest Rate:** Technical provisions are determined using a single rate of interest for all pre and post- retirement benefits.

On retirement, Members' pensions are paid from the fund. Assets providing a risk free rate of return, such as Government bonds (gilts) provide a good match for pensions in payment.

The Trustee invests in a wide range of assets including equities and property, which are expected to give long term returns in excess of those available on gilts. The Trustee wishes to take credit for some of this out-performance and to that end will use an interest rate of RPI, as defined above, plus a margin of up to 4% pa to allow for this expected out-performance. The Trustee has determined that for the purposes of the calculations as at 31 July 2018 the margin to be adopted is 1.9% per annum.

**Salary Increases:** Pay increases are expected to exceed CPI increases by 2.0% per annum compound. This relationship with CPI is monitored for accuracy and may be subject to change in future valuations.

**Pension Increases in payment:** Pension increases in payment are defined in the Rules.

Pensions earned prior to 2013 increase in line with the RPI up to a maximum of 12% per annum compound.

For pensions earned on or after 1 January 2013 the Black-Scholes model is used for pricing these pension increases, where appropriate. This model determines the fair market value for an option over a particular stock, and can be adapted to model future pension increases where these are linked to inflation subject to a ceiling (or cap). It results in an assumption for the average rate of pension increases which is slightly lower than the inflation assumptions, to allow for the impact of these caps.

- For Pre 2013 joiners, pensions increase in line with the RPI up to a maximum of 5% per annum compound and a rate of 3.15% per annum was determined.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Report on Actuarial Liabilities

For joiners on or after 1 January 2013, pensions increase in line with CPI up to a maximum of 5% per annum compound and a rate of 2.25% per annum was derived.

**Pension Increases in Deferment:** For all pension earned prior to 2013, the Trustee's main revaluation assumption is set to be the same as the assumption for future increases in the RPI. There is also a revaluation underpin based on statutory revaluation. Statutory revaluation on the pension in excess of any GMP is in line with increases in the CPI, whilst the GMP is revalued in line with statutory requirements.

For pension earned on or after 1 January 2013, increases to pensions accrued in service and after leaving service are to be calculated by reference to the RPI (or CPI for joiners on or after 1 January 2013) capped at a maximum of 5% per annum compound.

**Mortality:** Currently the Trustee is using S2NxA base tables produced by the Continuous Mortality Investigation Bureau based upon mortality experience of Self-Administered Pension Schemes centred on 2007 but then projected to allow for subsequent improvements in longevity. After carrying out a mortality investigation on Scheme experience on data between 1 August 2011 and 31 July 2017 during 2018 the Actuary recommended and the Trustee agreed to adjust the S2NxA base tables for males and females by 121% and 90% respectively.

In addition, the Actuary recommended and the Trustee agreed to make allowance for future longevity improvements using the CMI 2017 projection table, with long term rates of improvement of 1.25% per annum.

**New Entrants:** The Scheme is open to new entrants. The Trustee does not allow explicitly for new entrants. However, by adopting the Projected Unit Method, to give a stable normal contribution rate, they are implicitly assuming that the active membership average age remains relatively constant – i.e. that new entrants will continue to join the Scheme.

**Commutation:** On retirement, no allowance is made for Members who commute part of their pension for a cash lump sum at retirement.

**Retirement:** The Scheme Normal Retirement Age is 65 although members who joined prior to 1 December 2009 have the right to retire without actuarial reduction at age 60. The Trustee wishes to fund benefits to the average expected age of retirement of such members.

Investigations of the pattern of retirements between 1 August 2011 and 31 July 2017 (investigated as in 2018) suggest that, on average, Active males currently retire at age 63 and females retire at age 62, whilst deferred males retire at age 61 and females retire at age 61. These average retirement ages will be reviewed by the actuary at each subsequent triennial valuation to ensure that they remain in line with actual Scheme experience.

Members who joined on or after 1 December 2009 are assumed to retire at age 65.

**Age Difference of Dependants:** Husbands are assumed to be 3 years' older than their wives.

**Percentage with Dependant's Benefits at Death:** 85% of male and female members are assumed to be married at death.

**Expenses:** Expenses of administering the Scheme are borne by the Scheme. Part of the expenses relates to past service and part relates to current and future service.

The Trustee's policy is for the Actuary to review the allowance for expenses at each valuation and make a recommendation for both elements.

The current assumption is for a past service reserve of 1% of the Technical Provisions and a future allowance of 0.9% of Pensionable Salaries. This is to cover all expenses and levies of administering the Scheme.

# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Statement of Trustee Responsibilities

The financial statements, which are prepared in accordance with UK Generally Accepted Accounting Practice, including the Financial Reporting Standard applicable in the UK (FRS 102) are the responsibility of the Trustee. Pension scheme regulations require, and the Trustee is responsible for ensuring, that those financial statements:

- show a true and fair view of the financial transactions of the Scheme during the Scheme year and of the amount and disposition at the end of the Scheme year of its assets and liabilities, other than liabilities to pay pensions and benefits after the end of the Scheme year; and
- contain the information specified in Regulation 3A of the Occupational Pension Schemes (Requirement to obtain Audited Accounts and a Statement from the Auditor) Regulations 1996, including making a statement whether the financial statements have been prepared in accordance with the relevant financial reporting framework applicable to occupational pension schemes.

In discharging the above responsibilities, the Trustee is responsible for selecting suitable accounting policies, to be applied consistently, making any estimates and judgments on a prudent and reasonable basis, and for the preparation of the financial statements on a going concern basis unless it is inappropriate to presume that the Scheme will not be wound up.

The Trustee is also responsible for making available certain other information about the Scheme in the form of an Annual Report.

The Trustee also has a general responsibility for ensuring that adequate accounting records are kept and for taking such steps as are reasonably open to them to safeguard the assets of the Scheme and to prevent and detect fraud and other irregularities, including the maintenance of an appropriate system of internal control.

The Trustee board met four times in the year. The average attendance for board meetings by directors was 80%. Attendance figures for individual directors at board meetings are below.

<b>Director</b>	<b>Board Meetings</b>
Mr. H Jacobs	4
Mrs. J Rippeth	3
Mr. D P Hearn	4
Mr. S Hutson	3
Mrs. E Stone	3
Mr. W Smith	2
Mr. W Galbraith	4
Mr. G Cross	4
Mr. P Stokes	4



# Cambridge University Assistants' Contributory Pension Scheme

## Trustee's Report

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### Trustee Knowledge and Understanding

The provisions of the Pensions Act 2004 require Trustee Directors of occupational pension schemes to have knowledge and understanding of the law relating to pensions and trusts and the principles relating to the funding of occupational schemes and the investment of scheme assets. Trustee Directors are also required to be conversant with their own scheme's policy documents. The Pensions Regulator has taken the phrase 'conversant with' to mean having a working knowledge of those documents such that the Trustee Directors are able to use them effectively when carrying out their duties.

The Trustee Directors have agreed that they will undertake the e-learning package introduced by the Pensions Regulator which aims to equip Trustee Directors with the knowledge and understanding they need to effectively carry out their duties and the Trustee regularly monitors progress. The Trustee Directors have also agreed that if there are any areas of concern the Scheme's professional advisers will be asked to provide additional training, or when an appropriate training course becomes available they will attend this.

On appointment each Trustee Director is issued with a 'trustee pack' which includes all the relevant documentation relating to the Scheme and updated copies are provided as required. Copies are also available from the Scheme's webpage.

Any enquires about the information contained in this report or a member's entitlement to benefits should be addressed to Pensions Administration, Greenwich House, Madingley Rise, Cambridge, CB3 0TX or by emailing to the following address, [pensionsonline@admin.cam.ac.uk](mailto:pensionsonline@admin.cam.ac.uk).

### Internal Controls

The Pensions Act 2004 requires the Trustee to have adequate internal controls in place to help monitor the management and administration of the Scheme. In order to assist with this the Trustee receives reports from the Scheme Office at each meeting as follows:

- Details of the amounts of any late payment or incorrect payments plus details of any action taken by the Scheme Office in respect of late or incorrect payment of contributions.
- Reports on outstanding work in the Scheme Office and the reasons for the work being outstanding.

# Cambridge University Assistants' Contributory Pension Scheme

## Independent auditors' report

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### Independent Auditor's Report to the Trustee of the Cambridge University Assistants' Contributory Pension Scheme

#### Opinion

We have audited the financial statements of the Cambridge University Assistants' Contributory Pension Scheme for the year ended 31 July 2019 which comprise the Fund Account, the Statement of Net Assets and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- show a true and fair view of the financial transactions of the Scheme during the year ended 31 July 2019, and of the amount and disposition at that date of its assets and liabilities, other than liabilities to pay pensions and benefits after the end of the year;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- contain the information specified in Regulation 3A of the Occupational Pension Schemes (Requirement to obtain Audited Accounts and a Statement from the Auditor) Regulations 1996, made under the Pensions Act 1995.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Scheme in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Scheme's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### Other information

The Trustee is responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

# Cambridge University Assistants' Contributory Pension Scheme

## Independent auditors' report

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Responsibilities of Trustee

As explained more fully in the statement of Trustee's responsibilities set out on page 15, the Trustee is responsible for the preparation of the financial statements, for being satisfied that they give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the Scheme's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intends to wind up the Scheme or has no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### Use of our report

This report is made solely to the Scheme's Trustee, as a body, in accordance with Regulation 3 of the Occupational Pension Schemes (Requirement to obtain Audited Accounts and a Statement from the Auditor) Regulations 1996, made under the Pensions Act 1995. Our audit work has been undertaken so that we might state to the Scheme's Trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Scheme's Trustee as a body, for our audit work, for this report, or for the opinions we have formed.



Crowe U.K. LLP  
Statutory Auditor  
London

28.1.20

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Fund Account

	Note	2019 £	2018 £
<b>Contributions and Benefits</b>			
Employer contributions receivable	3	28,451,200	28,372,569
Employee contributions receivable	3	541,012	575,362
Transfers in	4	-	-
Other Income	5	173	804
		<u>28,992,385</u>	<u>28,948,735</u>
Benefits payable	6	23,142,443	23,437,520
Payments to and on account of leavers	7	803,499	232,313
Administration expenses	8	1,670,354	1,150,632
		<u>25,616,296</u>	<u>24,820,465</u>
<b>Net income from dealings with members</b>		<u>3,376,089</u>	<u>4,128,270</u>
<b>Returns on investments</b>			
Investment income	9	3,685,435	6,828,223
Change in market value of investments	10	11,584,841	38,433,413
Investment management expenses		(776,878)	(544,090)
Investment consultant expenses		(140,059)	(234,295)
<b>Net return on investments</b>		<u>14,353,339</u>	<u>44,483,251</u>
<b>Net increase in fund during the period</b>		17,729,428	48,611,521
<b>Net Assets of the Scheme at 1 August 2018</b>		708,762,565	660,151,044
<b>Net Assets of the Scheme at 31 July 2019</b>		<u><u>726,491,993</u></u>	<u><u>708,762,565</u></u>

The notes on pages 21 to 30 form part of these financial statements.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Statement of Net Assets

	Note	2019 £	2018 £
Investments	10		
Pooled Investment Vehicles	11.1	688,394,616	700,766,789
AVC Investments - cash		549,771	695,029
Cash		35,002,054	4,879,171
Other Investment Values		<u>745,948</u>	<u>751,060</u>
		<u>724,692,389</u>	<u>707,092,049</u>
Current Assets			
Cash at Bank		2,084,489	888,539
Debtors	14	<u>3,340,404</u>	<u>3,285,355</u>
		5,424,893	4,173,894
Less Current Liabilities			
Creditors	15	<u>3,625,289</u>	<u>2,503,378</u>
<b>Net Current Assets</b>		1,799,604	1,670,516
<b>Net Assets of the Scheme at 31 July 2019</b>		<u><u>726,491,993</u></u>	<u><u>708,762,565</u></u>

The financial statements summarise the transactions of the Scheme and deal with the net assets at the disposal of the Trustee. They do not take account of obligations to pay pensions and benefits which fall due after the end of the Scheme year. The actuarial position of the Scheme, which does take account of such obligations, is dealt with in the Report on Actuarial Liabilities on page 13 of this Annual Report and these financial statements should be read in conjunction with them.

The notes on pages 21 to 30 form part of these financial statements.

These financial statements were approved by the Trustee on 25-11-2019 and were signed on behalf of the Trustee by:

Mr H Jacobs		Chairman
Mr S Hutson		Director

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

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### Notes to the Financial Statements

#### 1 Basis of preparation

The financial statements have been prepared on a going concern basis in accordance with the Occupational Pension Schemes (Requirement to obtain Audited Accounts and a Statement from the Auditor) Regulations 1996, with Financial Reporting Standard 102 – the Financial Reporting Standard applicable in the UK and Republic of Ireland issued by the Financial Reporting Council and with and with the guidance set out in the Statement of Recommended Practice (SORP), Financial Reports of Pension Schemes (revised November 2014).

#### 2 Accounting policies

The principal accounting policies of the Scheme are as follows:

##### a) Investments

Investments are included at fair value as follows:

- i. Pooled investment vehicles are stated at bid price for funds with bid/offer spreads, or single price where there are no bid/offer spreads, as provided by the investment manager.
- ii. Annuities purchased which provide the benefits for certain members that are in the name of the Trustee are not included as assets of the Scheme as the Trustee considers these to be not to be material in relation to the financial statements as a whole.

##### b) Investment income

- i. Interest is accrued on a daily basis.
- ii. Investment income is reported net of attributable tax credits but gross of withholding taxes which are accrued in line with the associated investment income. Irrecoverable withholding taxes are reported separately as a tax charge.

##### c) Foreign currencies

The functional and presentational currency of the Scheme is Sterling. Balances denominated in foreign currencies are translated into Sterling at the rate ruling at the year-end date. Asset and liability balances are translated at the bid and offer rates respectively. Transactions denominated in foreign currencies are translated at the rate ruling at the date of the transaction. Differences arising on investment balance translation are accounted for in the 'Change in Market Value' of investments during the year.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

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### Notes to the Financial Statements

#### d) Contributions

- i. Employee normal contributions are accounted for when deducted from pay. Employer normal contributions which are expressed as a rate of salary are accounted for on the same basis as employees' contributions, otherwise they are accounted for in the period they are due under the Schedule of Contributions.
- ii. Employer deficit funding contributions are accounted for on the due dates on which they are payable in accordance with the Schedule of Contributions and Recovery Plan under which they are being paid.

#### e) Payments to members

- i. Benefits are accounted for in the period in which they fall due for payment. Where there is a choice, benefits are accounted for in the period in which the member notifies the Trustee of his decision on the type or amount of benefit to be taken or, if there is no member choice, they are accounted for on the date of retirement or leaving.
- ii. Individual transfers in or out are accounted for when paid or received which is normally when member liability is accepted/discharged.

#### f) Expenses

Expenses are accounted for on an accruals basis. The Scheme bears all the costs of administration.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Notes to the Financial Statements

#### 3 Contributions

	2019	2018
	£	£
From Members:		
Normal contributions	317,223	315,019
Additional voluntary contributions (Added years)	201,113	229,453
Additional voluntary contributions (CBS)	22,676	30,890
	<u>541,012</u>	<u>575,362</u>
From Employer:		
Normal contributions	13,856,200	13,772,569
Augmentation payments on members' early retirement	-	5,000
Deficit Funding contributions	14,595,000	14,595,000
	<u>28,992,212</u>	<u>28,947,931</u>

Employer normal contributions include contributions in respect of salary sacrifice arrangements made available to members by the Employer. During the year, in accordance with a long standing agreement between the University of Cambridge and the Trustee, the University of Cambridge overpaid employer normal contributions. For year ended 31 July 2019, employer contributions of £24,626,147 (2018: £24,069,476) were paid and of these contributions, £10,769,947 (2018: £10,296,908) was calculated to be overpaid and repaid back to the Employer from the Scheme.

Under the Schedule of Contributions certified by the Scheme Actuary on 20 April 2019 deficit funding contributions, in respect of the shortfall in funding of £14,595,000 per annum, are being paid in monthly instalments by the employer until 31 July 2020.

#### 4 Transfers from other schemes

	2019	2018
	£	£
Individual transfers from other schemes amounted to:	-	-

Transfer values are calculated and verified in accordance with the Occupational Pension Schemes (Transfer Values) Regulations 1985, and no such transfer values were reduced. With effect from 1 January 2013 the Scheme only accepts transfers at the discretion of the Principal Employer.

#### 5 Other Income

	2019	2018
	£	£
Fees for CETV's provided	173	804



# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Notes to the Financial Statements

#### 6 Benefits Payable

	2019 £	2018 £
Pension payments to retired members	19,696,672	18,654,159
Commutated to lump sum payments	2,675,620	4,106,054
Cash payment on death	770,151	677,307
	<u>23,142,443</u>	<u>23,437,520</u>

#### 7 Payments in respect of leavers

	2019 £	2018 £
Refunds of contributions to members	33,527	18,725
Payments to HM Revenue & Customs	6,294	6,869
Transfers out to other schemes for individuals	763,678	206,719
	<u>803,499</u>	<u>232,313</u>

#### 8 Administrative expenses

	2019 £	2018 £
<b>Expenses borne by the Scheme comprise:</b>		
Actuarial fees	215,184	146,652
Chairman's fee	10,000	10,000
Investment Committee's fee	7,200	-
Legal fees	13,454	59,509
Medical Reports	104	168
Salaries and other payroll costs	188,619	197,334
PLSA subscription	2,313	2,235
*PPF Levy	1,134,316	652,694
Pensions Regulator Levy	19,014	35,841
Printing costs	2,367	4,907
PS Pension Administration support costs	48,146	11,260
Travel and Subsistence	227	673
Audit Fee	24,000	24,000
Bank charges	180	213
Member tracing	539	337
Trustee expenses	546	1,113
Other expenses	4,145	3,696
	<u>1,670,354</u>	<u>1,150,632</u>

\*Owing to a change in accounting policy an accrual for £350,563 relating to the period April-July 2019 is included in the PPF levy amount. For clarity the actual cost for the 12 months to 31 July 2019 was £873,065 and the 2018 comparison would have been £696,380 using the same method.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Notes to the Financial Statements

#### 9 Investment Income

	2019	2018
	£	£
Income from pooled investment vehicles	3,461,464	6,681,192
Tax reclaims	98,473	81,238
Interest on cash deposits	118,489	57,704
Interest on building society deposits	5,186	5,087
Annuities received	1,823	3,002
	3,685,435	6,828,223
	3,685,435	6,828,223

#### 10 Investments

	As at 1 August 2018 £	Purchases £	Sale proceeds £	Change in market value £	As at 31 July 2019 £
Pooled investment vehicles (see Note 11.1)	700,766,789	-	(23,957,014)	11,584,841	688,394,616
AVC Investments	695,029	27,862	(173,120)	-	549,771
	701,461,818	27,862	(24,130,134)	11,584,841	688,944,387
Cash	4,879,171				35,002,054
Other investment balances	751,060				745,948
	707,092,049				724,692,389

Included within sales is an amount of £19.5m relating to the disinvestment from SSGA. At the year end, these amounts were held in cash following the review of the investment managers undertaken by the Trustee in Nov 2018. Other investment balances relate to accrued investment income.

#### 11.1 Pooled Investment vehicles

	2019	2018
	£	£
UK equity funds	199,946,464	222,870,363
Overseas equity funds	244,841,123	234,006,568
Hedge funds <sup>1</sup>	41,704,909	46,215,548
Bond funds	130,492,148	129,088,610
Property funds	71,409,972	68,585,700
	688,394,616	700,766,789
	688,394,616	700,766,789

<sup>1</sup>Hedge funds hold a variety of investments including bonds, equities, real estate and derivatives.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Notes to the Financial Statements

#### 11.2 Cambridge Building Society AVCs

Movement in value of the AVC account is shown below.

	2019	2018
<b>INCOME</b>		
Contributions	22,676	30,890
Interest receivable	5,186	5,087
	<u>27,862</u>	<u>35,977</u>
<b>EXPENDITURE</b>		
AVC balances transferred to Fund Account	173,120	49,189
Net reduction from dealings with members	(145,258)	(13,212)
Balance of members' Voluntary Contributions at 31 July 2018	695,029	708,241
Balance of members' Voluntary Contributions at 31 July 2019	<u>549,771</u>	<u>695,029</u>

Money Purchase Additional Voluntary Contributions represent contributions invested in a special account at the Cambridge Building Society on behalf of the individuals concerned to provide additional benefits within the overall limits laid down by the HM Revenue and Customs.

#### 12 Concentration of Investment

As at 31 July 2019, the following investments represented greater than 5% of the Scheme's Net Assets

	2019	2019	2018	2018
	£	%	£	%
Genesis Emerging Markets Fund	41,356,105	5.7%	36,228,590	5.1%
Majedie AM UK Equity Service Fund	72,146,585	9.9%	71,690,092	10.1%
Payden Global Funds Int. Bond Fund	57,085,989	7.9%	53,634,890	7.6%
State Street Passive Equity - UK Equity Fund	127,799,879	17.6%	147,032,794	20.7%
State Street Passive Equity - Global Equity Fund	56,922,781	7.8%	55,199,537	7.8%
State Street Passive Equity - Fundamental Index Fund	116,565,787	16.0%	114,697,144	16.2%
BlackRock Absolute Return Strategies Fund	41,704,909	5.7%	41,758,534	5.9%
Credit Suisse Nova (Lux) Global Senior Loan Fund	73,406,159	10.1%	75,453,720	10.6%
Kames Property Income Fund	71,409,972	9.8%	68,585,700	9.7%

#### 13 Self Investment

The Scheme has no funds held on deposit with the University.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Notes to the Financial Statements

#### 14 Debtors

	2019	2018
	£	£
Contributions due for July 2019	<u>3,340,404</u>	<u>3,285,355</u>

Contributions due at year end were received in line with the Schedule of Contributions

#### 15 Creditors

	2019	2018
	£	£
Pension payments due for July 2019	1,647,508	1,568,951
Deficit Recovery payment July 2019	923,713	-
Investment Manager Fees	126,722	246,567
Lump Sum Payments	137,428	479,380
Death in Service	365,510	118,775
Transfer Out	-	27,600
Audit Fees	15,000	15,000
Actuarial Fees		9,162
SEI contributions due to the University	6,180	7,103
Staff Costs	8,005	28,512
Tax due on Refunds	44,659	1,591
PPF Levy	350,563	-
Refunds to leavers	-	737
	<u>3,625,289</u>	<u>2,503,378</u>

#### 16 Transaction costs

Transaction costs are borne by the Scheme in relation to transactions within the investment portfolio managed by the Investment Managers, comprising fees, commissions and stamp duty. Such costs are taken into account in calculating the bid/offer spread of these investments and are not separately reported.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

### Notes to the Financial Statements

#### 17 Investment fair value hierarchy

Financial instruments held at fair value in the financial statements must be analysed according to the appropriate level in the following fair value hierarchy. A fair value measurement is categorised in its entirety on the basis of the lowest level input that is significant to the fair value measurement in its entirety.

- Level 1: The unadjusted quoted price in an active market for identical assets or liabilities that the entity can access at the measurement date.
- Level 2: Inputs other than quoted prices included within Level 1 that are observable (i.e. developed using market data) for the asset or liability, either directly or indirectly.
- Level 3: Inputs are unobservable (i.e. for which market data is unavailable) for the asset or liability.

The Scheme's investments have been analysed using the above hierarchy categories as follows:

As at 31 July 2019	Level 1 £	Level 2 £	Level 3 £	TOTAL £
Pooled investment vehicles	-	688,394,616	-	688,394,616
Cash (including AVC investments)	35,551,825	-	-	35,551,825
Other investment balances	-	745,948	-	745,948
Total	35,551,825	689,140,564	-	724,692,389

As at 31 July 2018	Level 1 £	Level 2 £	Level 3 £	TOTAL £
Pooled investment vehicles	-	700,766,789	-	700,766,789
Cash (including AVC investments)	5,574,200	-	-	5,574,200
Other investment balances	-	751,060	-	751,060
Total	5,574,200	701,517,849	-	707,092,049

#### 18 Investment risks

FRS 102 requires the disclosure of information in relation to certain investment risks. These risks are set out by FRS 102 as follows:

Credit risk: this is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

Market risk: this comprises currency risk, interest rate risk and other price risk.

- Currency risk: this is the risk that the fair value or future cash flows of a financial asset will fluctuate because of changes in foreign exchange rates.

### Notes to the Financial Statements

- Interest rate risk: this is the risk that the fair value or future cash flows of a financial asset will fluctuate because of changes in market interest rates.
- Other price risk: this is the risk that the fair value or future cash flows of a financial asset will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

The Scheme has exposure to these risks because of the investments it makes to implement its investment strategy described in the Trustee's Report. The Trustee manages investment risks, including credit risk and market risk, within agreed risk limits which are set taking into account the Scheme's strategic investment objectives. These investment objectives and risk limits are implemented through the investment management agreements in place with the Scheme's investment managers and monitored by the Trustee's Investment Committee by regular reviews of the investment portfolios.

Further information on the Trustee's approach to risk management and the Scheme's exposures to credit and market risks are set out below. This does not include AVC investments as these are not considered significant in relation to the overall investments of the Scheme.

#### (i) Credit risk

The Scheme invests in pooled funds, and is therefore directly exposed to credit risk in relation to solvency of the investment manager and custodian of those funds. Direct credit risk arising from pooled funds is mitigated by the underlying assets of the pooled arrangements being ring-fenced from the investment managers, the regulatory environments in which the pooled managers operate and diversification of the Scheme's investments amongst a number of pooled arrangements. The Trustee carries out due diligence checks on the appointment of new pooled investment managers, and on an on-going basis monitor any changes to the operating environment of the pooled fund with the help of their investment advisers. The Scheme's holdings in pooled investment vehicles are unrated.

The Scheme is subject to further direct credit risk as the Scheme has cash balances. Cash is held within financial institutions which are at least investment grade credit rated.

The Scheme is indirectly exposed to credit risk arising from the underlying investments held by the pooled funds. The indirect exposure to credit risk arises from the Scheme's investments in bonds, cash and derivatives via the Hedge Funds and Bond funds as detailed in Note 11.1 although the extent of the risk is dependent on the portfolio held at the time. The Trustee acknowledges that the assessment of credit risk on underlying debt instruments is delegated to the investment manager. The Trustee however ensures that it is comfortable with the amount of risk that the Scheme's investment manager takes.

#### (ii) Currency risk

As at 31 July 2019, £114,762,263 (2018: £111,878,188) of the Scheme's fund were accessed via a US Dollar and Euro share class and as a result was directly exposed to currency risk.

In addition, the Scheme is subject to indirect currency risk because some of the Scheme's investments are held in overseas markets through Overseas Equity Funds, Hedge Funds, Bond Funds and Property Funds as detailed in Note 11.1. The Trustee limits overseas currency exposure through a currency hedging policy.

#### (iii) Interest rate risk

The Scheme is indirectly exposed to interest rate risk arising from the underlying investments held by the pooled funds. The indirect exposure to interest rate risk arises from the Scheme's investments in bonds, cash and derivatives via the Hedge Funds and Bond funds as detailed in Note 11.1 although the extent of the risk is dependent on the portfolio held at the time.

# Cambridge University Assistants' Contributory Pension Scheme

## Financial Statements for the year to 31 July 2019

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### Notes to the Financial Statements

However, the interest rate exposure of the Scheme's assets hedges part of the corresponding risks associated with the Scheme's actuarial liabilities. The net effect will be to reduce the volatility of the funding level, and so the Trustee believes that it is appropriate to have exposures to these risks in this manner.

#### (iv) Other price risk

The Scheme is indirectly exposed to other price risk arising from the underlying investments held by the pooled funds. The indirect exposure to other price risk arises from the Scheme's investments in equities, property and derivatives via the Equity Funds, Hedge Funds and Property funds as detailed in Note 11.1 although the extent of the risk is dependent on the portfolio held at the time. The Scheme manages this exposure to other price risk by constructing a diverse portfolio of investments across various markets.

#### 19 Contingent liabilities and commitments

Other than the liability to pay future retirement benefits, there were no contingent liabilities or capital commitments as at 31 July 2019.

#### 20 Related party transactions

Contributions are received in respect of 1 (2018: 1) Trustee Director and pensions are paid in respect of 2 (2018: 2) who are both members of the Scheme. These transactions have been made in accordance with the Trust Deed and Rules.

#### 21 Events occurring after the year end

There were no subsequent events requiring disclosure in these financial statements (2018: nil).

# Cambridge University Assistants' Contributory Pension Scheme

## Independent auditor's statement about contributions

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### Independent auditor's statement about contributions to the Trustee of the Cambridge University Assistants' Contributory Pension Scheme

#### Statement about contributions payable under the schedule of contributions

We have examined the summary of contributions payable to the Cambridge University Assistants' Contributory Pension Scheme, for the Scheme year ended 31 July 2019 which is set out on page 32.

In our opinion contributions for the Scheme year ended 31 July 2019 as reported in the summary of contributions and payable under the schedule of contributions have in all material respects been paid at least in accordance with the schedule of contributions certified by the Scheme actuary on 26 February 2016 and 30 April 2019.

#### Basis of opinion

Our objective is to obtain sufficient evidence to give reasonable assurance that contributions reported in the attached summary of contributions have in all material respects been paid at least in accordance with the schedule of contributions. This includes an examination, on a test basis, of evidence relevant to the amounts of contributions payable to the Scheme and the timing of those payments under the schedule of contributions.

#### Responsibilities of Trustee

As explained more fully in the Statement of Trustee's Responsibilities, the Scheme's Trustee is responsible for ensuring that there is prepared, maintained and from time to time revised a schedule of contributions which sets out the rates and due dates of certain contributions payable towards the Scheme by or on behalf of the employer and the active members of the Scheme. The Trustee is also responsible for keeping records in respect of contributions received in respect of active members of the Scheme and for monitoring whether contributions are made to the Scheme by the employer in accordance with the schedule of contributions.

#### Auditor's responsibilities for the statement about contributions

It is our responsibility to provide a Statement about Contributions paid under the schedule of contributions and to report our opinion to you.

#### Use of our statement

This statement is made solely to the Scheme's Trustee, as a body, in accordance with The Occupational Pension Schemes (Requirement to obtain Audited Accounts and a Statement from the Auditor) Regulations 1996 made under the Pensions Act 1995. Our work has been undertaken so that we might state to the Scheme's Trustee those matters we are required to state to them in an auditor's statement about contributions and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Scheme's Trustee as a body, for our work, for this statement, or for the opinion we have formed.



Crowe U.K. LLP  
Statutory Auditor  
London

28.1.20



# Cambridge University Assistants' Contributory Pension Scheme

## Summary of Contributions Payable for the year ended 31 July 2019

### Statement of Trustee's responsibilities in respect of contributions

The Trustee is responsible under pensions legislation for preparing, maintaining and from time to time reviewing and if necessary revising a schedule of contributions showing the rates of contributions payable towards the Scheme by or on behalf of the employer and the active members of the Scheme and the dates on or before which such contributions are to be paid. The Trustee is also responsible for keeping records in respect of contributions received in respect of any active member of the Scheme and for adopting risk-based processes to monitor whether contributions are made to the Scheme by the Employer in accordance with the schedule of contributions. Where breaches of the schedule occur, the Trustee is required by the Pensions Acts 1995 and 2004 to consider making reports to The Pensions Regulator and the members.

### Trustee's summary of contributions payable under the Schedule of Contributions in respect of the scheme year ended 31 July 2019

This summary of contributions has been prepared by, and is the responsibility of, the Trustee. It sets out the employer and member contributions payable to the Scheme under the Schedule of Contributions certified by the Actuary on 30 April 2019 in respect of the Scheme year ended 31 July 2019. The Scheme auditor reports on contributions payable under the schedule in the auditor's Statement about Contributions.

During the year ended 31 July 2019, the contributions payable to the Scheme by the Employer were as follows:

Contributions payable under the schedule of contributions	2019 £	2018 £
<b>Contributions from employers:</b>		
Normal	13,856,200	13,772,569
Deficit funding	<u>10,946,250</u>	<u>14,595,000</u>
	<b>24,802,450</b>	<b>28,367,569</b>
<b>Contributions from members:</b>		
Normal contributions	317,223	315,019
Total contributions payable under the Schedule of Contributions	<u>25,119,673</u>	<u>28,682,588</u>
<b>Other contributions payable</b>		
Employer augmentation payments on members' early retirement	-	5,000
Additional contributions Feb/Mar/Apr 2019	3,648,750	-
Members additional voluntary contributions (added years)	201,113	229,453
Members additional voluntary contributions (Cambridge Building Society)	<u>22,676</u>	<u>30,890</u>
	<b>3,872,539</b>	<b>265,343</b>
<b>Total contributions reported in the financial statements</b>	<u><b>28,992,212</b></u>	<u><b>28,947,931</b></u>

Signed on behalf of the Trustee on 25 - 11 - 2019 by:

Mr H Jacobs



Chairman

Mr S Hutson



Director

# SCHEDULE OF CONTRIBUTIONS

## CAMBRIDGE UNIVERSITY ASSISTANTS' CONTRIBUTORY PENSION SCHEME

### Status

This Schedule of Contributions has been prepared by C U Pension Trustee Limited ("the Trustee" of the Scheme) on 30 April 2019, after obtaining the advice of Robert Sweet, the Actuary to the Scheme.

It replaces an earlier Schedule dated 26 February 2016.

### Contributions to be paid to the Scheme from 1 May 2019 to 30 April 2024

1. In respect of the future accrual of benefits, the expenses of administering the Scheme, death in service benefits and PPF levies, the Members and the Employers will pay contributions at the following rates of Members' Pensionable Salaries:

	Nil	20.0	8.5	11.5
	Nil	16.5	5.0	11.5
Post-2013 Members	Nil		3.0	

Active Members' contributions are to be deducted from their Pensionable Salary by their Employer and, together with the Employers' own contributions, are to be paid to the Scheme on or before the 19<sup>th</sup> day of the calendar month following that to which the payment relates.

2. The Employers will pay an additional contribution of £14,595,000 per annum payable in monthly instalments over the period from 1 May 2019 to 31 July 2020, the allocation of this amount between the Employers to be decided by the Principal Employer.

These contributions are to be paid to the Scheme on or before the 19<sup>th</sup> of the calendar month following that to which the payment relates

### Post-2013 Member

A member who joined the Scheme on or after 1 January 2013.

### Pre-2013 Member

A member who joined the Scheme on or after 1 January 2013. 2012.

# Cambridge University Assistants' Contributory Pension Scheme

## Augmentations

In respect of any augmentations granted, the Employers will pay such additional contributions as have been agreed with the Trustee, to be paid within such reasonable period as has been agreed between the Principal Employer and the Trustee.

## Pensionable Salary

Basic salary plus any allowances and other emoluments that have been determined to be pefollowing that to which the payment relates who are participating in a Salary Sacrifice Arrangement, Pensionable Salary is deemed to be the amount which it would have been if the Member was not participating in a Salary Sacrifice Arrangement.

## Salary Sacrifice Members

Members who are participating in a Salary Sacrifice Arrangement and who as a result of which have been relieved of the duty to pay Member's contributions.

For and on behalf of the  
University of Cambridge  
("the Principal Employer")

Signed:



Name:

D Hughes

Position:

Director of Finance

Date:

30 April 2019

For and on behalf of CU Pension  
Trustee Limited  
("the Trustee")

Signed:



Name:

H R Jacobs

Position:

Trustee

Date:

30 April 2019

# ACTUARY'S CERTIFICATION OF SCHEDULE OF CONTRIBUTIONS

## CAMBRIDGE UNIVERSITY ASSISTANTS' CONTRIBUTORY PENSION SCHEME

### Adequacy of Rates of Contributions

I hereby certify that, in my opinion, the rates of contributions shown in this Schedule of Contributions are such that the statutory funding objective could have been expected on 31 July 2018 to be met by the end of the period specified in the Recovery Plan dated 30 April 2019.

### Adherence to Statement of Funding Principles

I hereby certify that, in my opinion, this Schedule of Contributions is consistent with the Statement of Funding Principles dated 30 April 2019.

The Certification of the adequacy of the rates of contributions for the purpose of securing that the statutory funding objective can be expected to be met is not a certification of their adequacy for the purpose of securing the Scheme's liabilities by the purchase of annuities, if the Scheme were to be wound-up.

Signed:

*Robert J. Sweet*

Date:

30 April 2019

Name:

R J Sweet

Qualification

Fellow of the Institute and Faculty  
of Actuaries

Address:

Mill Pool House  
Mill Lane  
Godalming  
Surrey GU7 1EY

Employer:

Pre 2013 Membersimited