

SUMMARY UPDATE (Part I)  
ACCESS Joint Committee (JC):  
6 September 2021



Nine ACCESS Authorities were represented. The key matters considered are described below.

Part I Item	Details
Election of Chairman	Cllr Mark Kemp-Gee (Hampshire), incumbent, was unanimously re-elected as Chair of the Joint Committee for a period of two years.
Election of Vice Chairman	Cllr Susan Barker (Essex), incumbent, was unanimously re-elected as Vice Chair of the Joint Committee for a period of two years.
Chairman's remarks	Cllr Kemp-Gee welcomed all Members to the first "in person" meeting of the Joint Committee since March 2020. He extended a particular welcome to Cllr Williams (Northants) to his first Joint Committee.
Minutes of meeting 8 March 2021	Minutes of the Joint Committee meeting of 8 March 2021 were agreed, pending the update to page 5 (sub-fund implementation) item 256, where wording would be amended to read:  <i>"It was noted that the Section 151 Officers of all member Authorities had received a copy of the emerging markets report."</i>
Business plan, forecast outturn and risk summary	The Committee received an update on the 2020/21 Business Plan and outturn, the 2021/22 budget update, and the risk register.  Particular attention was drawn to the planned briefing, to be led by ESG / RI advisers Minerva on the update of the draft ACCESS ESG / RI Guidelines. This event is expected to take place in October.  It was highlighted that the 2020/21 outturn had been noted at informal virtual briefing for Elected Members in June and would be brought to the next formal Joint Committee in December.  <b>The Committee:</b> <ul style="list-style-type: none"> <li>noted the updates in respect of the 2020/21 business plan.</li> </ul>
Communications and Spokespeople	The Committee received an update on the progress of training for ACCESS Elected Member spokespeople which noted that the ASU Director will remain the spokesperson "in the first instance", with Cllr Fox (East Sussex) the spokesperson for responsible investment, Cllr Oliver (Norfolk) covering governance, Cllr Soons (Suffolk) covering media strategy, and Cllr Kemp-Gee (Chair, Hampshire) and Cllr Barker (Vice Chair, Essex) covering political, governmental relations, parliamentary, inter-pool and overall strategy.

	<p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the report, agreed to the proposed Elected Member spokespeople shown above, and noted the associated training arrangements in progress.</b></li> </ul>
Part II Item	Details
Implementation Adviser procurement	<p>The Committee received a report on the outcome of the process for the procurement of the Implementation Adviser. The process and outcome were discussed and the arrangements for notifications to bidders and standstill period were highlighted.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the matters highlighted in the report;</b></li> <li>• <b>endorsed the outcome of the procurement exercise; and</b></li> <li>• <b>noted that ECC, as Procurement Lead Authority, will enter into a contract with the winning bidder on behalf of the Councils.</b></li> </ul>
Sub-fund implementation	<p>The Committee received a report outlining progress on sub-fund implementation and discussion included specific sub-funds that had been anticipated for September launch.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the report.</b></li> </ul>
Scheduled Business as Usual (BAU) evaluation	<p>The Committee received a report presentation from Hymans Robertson recapping on the Scheduled BAU evaluation work undertaken during 2020/21 and detailing the background to a series of recommended actions, which had been considered and endorsed by all administering authority s151 Officers and the OWG.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the presentation from Hymans Robertson; and</b></li> <li>• <b>agreed, by unanimous vote, the report's recommendations;</b></li> <li>• <b>requested a detailed timetable for progressing the approved recommendations.</b></li> </ul>
Investment Performance, MHCLG return and Annual Report	<p>The Committee noted the Investment Performance report as at 30 June 2021. The total pooled assets of all ACCESS Authorities was £32.602bn on that date having been £31.510bn on 31 March 2021. No sub-fund lunches had taken place within the quarter.</p> <p>An overview was included on the collaborative work with other pools on updates to the annual MHCLG report template. As a consequence, this annual return would be submitted later in September.</p> <p>The Committee received printed copies of the draft Annual Report highlighting key milestones from 2020/21. This enabled each Authority to include a common narrative on pool activity with individual Fund's Annual Report &amp; Accounts publications. A presentational change to the layout of the final table</p>

	<p>was highlighted and agreed.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the performance report;</b></li> <li>• <b>noted progress with the annual MHCLG return; and</b></li> <li>• <b>recommended the Annual Report for publication by each ACCESS Authority.</b></li> </ul>
Review of Emerging Markets process	<p>The Committee received a report on the review of the Emerging Markets process. The recommendations outlined potential developments regarding updating sub-fund establishment arrangements and amending relevant governance processes.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>agreed the seven recommendations of the Emerging Markets review as set out in the Executive Summary.</b></li> </ul>
Response to the Emerging Markets Review	<p>The Committee received a report outlining the initial response to the recommendations within the Emerging Markets review.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the report.</b></li> </ul>
Contract and Supplier Relationship Management	<p>The JC received the regular report covering a number of aspects of Contract and Supplier Relationship management.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the report.</b></li> </ul>
Risk Management	<p>The Committee received a report on the Pool's Risk Register. This highlighted that, following approval s151 Officers at their meeting in June 2021, the assessment of risks had moved from a '3x3' matrix to a '4x4' matrix style including dashboard reporting. It was highlighted that the scores for each risk were unchanged to those circulated at the June Elected Member briefing.</p> <p><b>The Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>noted the report.</b></li> </ul>
Next meeting date	6 December 2021