Scottish Parliamentary Pension Scheme

Minutes of the Fund Trustee meeting held on 3 June 2025 at 17:30 via Microsoft Teams

Attendees:

Pauline McNeill MSP (Trustee and Chair)
Murdo Fraser MSP (Trustee)
Gordon MacDonald MSP (Trustee)
Kirsten Knox (Secretariat, SPCB Pay and Pensions Office)
Chris Ward (GAD)
Keith Gourley (GAD)
Eva Grace (GAD)
Laura Brunton (GAD)
James Vinestock (SPCB Procurement Office)
Neil Biggar (SPCB Procurement Office)
Nicholas Fraser (SPCB Legal Services Office)

Item 1: Attendance/apologies

1. Apologies were received from Mark Ballard.

Item 2: Minutes of the meeting held on 4 March 2025

2. The minutes of the meeting held on 4 March 2025 were formally agreed.

Item 3: Pension Administration Update

3. Neil Biggar and James Vinestock provided an update to Trustees detailing options for the Scheme administration. The current contract with SPPA is due to end on 30 June 2025. The Trustees agreed to meet with the CEO at SPPA to discuss the proposed contract and new pricing model.

AP: The Secretariat to arrange a meeting for the Fund Trustees to meet with the SPPA CEO.

Item 4: Quarterly Investment Monitoring Update

4. Chris from GAD provided Trustees with an overview of the quarterly Investment Monitoring report including a summary of the fund performance for Q1 2025 up to end March 2025. Chris reported that the funds had continued to underperform this quarter.

AP: GAD to provide an update on Baillie Gifford performance at September trustee meeting and views on any action required.

Item 5: Post Transfer Report

5. Chris and Eva from GAD reported that the transfer of around 20% of the Scheme assets from Baillie Gifford to Legal and General Investment Management (LGIM) in February and March 2025, was successful. Following the completion of the transfer GAD updated the Trustees' Statement of Principles, the Trustees agreed the updated version and agreed to conduct a further review following the 2025 Valuation.

AP: Trustees to review the Statement of Principles (including the Trustees' policy on ESG/ethical investment) following the 2025 Valuation exercise.

Item 6: 2025 Valuation Training and Investment Strategy Considerations

6. Keith and Laura from GAD presented a session on the 2025 valuation process including key milestones; considerations for setting key actuarial assumptions; and the process around setting the contribution rate. Eva provided an overview of the Investment Strategy looking at the current strategy and introducing infrastructure investment as a potential addition to the Investment Strategy. The Trustees agreed to explore infrastructure investing further as a potential option for the Scheme.

7. The Trustees agreed to review the Investment Strategy following the 2025 Valuation. Nicholas confirmed that the Rules do not require the Trustees to involve the SPCB during this review. The Trustees reaffirmed their view to commence the review independently and will inform SPCB of any changes to investment strategy that result from the review.

AP: GAD to invite an infrastructure manager to a future meeting to provide the Trustees with initial training on the asset class.

AP: Trustees to review the Investment Strategy following the 2025 Valuation and inform the SPCB of any agreed changes to the Investment Strategy.

Item 7: Any other business

8. Pauline thanked everyone for the presentations.

Item 8: Date of next meeting

9. Date for next meeting set as Tuesday 9 September 2025, in person.