

## Bath & North East Somerset Council

MEETING:	AVON PENSION FUND COMMITTEE	
MEETING DATE:	16 FEBRUARY 2012	AGENDA ITEM NUMBER
TITLE:	WORKPLANS	
WARD:	ALL	
<b>AN OPEN PUBLIC ITEM</b>		
<b>List of attachments to this report:</b> <b>Appendix 1 – Investments Workplan to 31 March 2013</b> <b>Appendix 2 – Pensions Benefits Workplan to 31 March 2013</b> <b>Appendix 3 – Committee Workplan to 31 March 2013</b> <b>Appendix 4 – Investments Panel Workplan to 31 March 2013</b> <b>Appendix 5 – Training Programme 2012-13</b>		

### 1 THE ISSUE

- 1.1 Attached to this report are updated workplans for the Investments and Pensions Benefit teams which set out the various issues on which work will be undertaken in the period to 31 March 2013 and which may result in reports being brought to Committee. In addition there is a Committee workplan which sets out provisional agendas for the Committee's forthcoming meetings.
- 1.2 The workplan for the Investment Panel is also included for the Committee to review and amend as appropriate.
- 1.3 The provisional training programme for 2012-13 is included as Appendix 5.
- 1.4 The workplans are consistent with the 2012-15 Service Plan but also include a number of items of lesser significance which are not in the Service Plan.
- 1.5 The workplans will be updated quarterly.

### 2 RECOMMENDATION

- 2.1 **That the workplans for the period to 31 March 2013 be noted.**

### **3 FINANCIAL IMPLICATIONS**

3.1 There are no financial implications arising from this report.

### **4 FINANCIAL IMPLICATIONS**

4.1 The purpose of the workplans is to enable members to have a better appreciation of their future workload and the associated timetable. In effect they represent an ongoing review of the Service Plan while including a little more detail. The plans are however subject to change to reflect either a change in priorities or opportunities/issues arising from the markets.

4.2 Reviewing the future workplan provides the opportunity for the Committee to consider the process to be undertaken for each project, their level of involvement and whether any of the work should be delegated to the Investment Panel and/or officers.

4.3 At this stage the primary focus of the Panel is monitoring the investment managers as no investment projects are currently delegated to the Panel

4.4 The provisional training plan for 2012-13 is also included so that Members are aware of intended training sessions. This plan will be updated quarterly.

### **5 RISK MANAGEMENT**

5.1 Forward planning and training plans form part of the risk management framework

### **6 EQUALITIES**

6.1 This report is for information only

### **7 CONSULTATION**

7.1 N/A

### **8 ISSUES TO CONSIDER IN REACHING THE DECISION**

8.1 N/a

### **9 ADVICE SOUGHT**

9.1 The Council's Monitoring Officer (Divisional Director – Legal & Democratic Services) and Section 151 Officer (Divisional Director – Finance) have had the opportunity to input to this report and have cleared it for publication.

<b>Contact person</b>	Liz Feinstein, Investments Manager; Steve McMillan, Pensions Manager
<b>Background papers</b>	
<b>Please contact the report author if you need to access this report in an alternative format</b>	