

## Appendix 1

### INVESTMENTS TEAM WORKPLAN TO 31 MARCH 2013

<b>Project</b>	<b>Proposed Action</b>	<b>Committee Report</b>
Member Training	Implement training policy for members (and then officers) in line with CIPFA Knowledge and Skills Framework and Toolkit (when issued). Arrange training sessions as necessary to ensure that all Committee members stay abreast of the latest developments in the world of local government pensions by being given the opportunity to attend seminars	On-going
Review manager performance	Officers to formally meet managers annually See IP workplan for Panel meetings	ongoing
Review of investment strategy	Committee to review investment strategy. Series of 2 workshops followed by Special meeting to agree future policy  Review potential of infrastructure and the various approaches for investing.	Workshop 1 – 18 October 2012  Workshop 2 – 23 November 2012
Review AAF 01/06 & SAS70 reports	Annual review of external providers internal control reports	December 2012
Triennial valuation	Commission pre-valuation work Arrange workshop to discuss assumptions and potential outcome  Interim Valuation Review with actuary to present to Committee for information	1Q2013  4Q12
Budget and Service Plan 2013/16	Preparation of budget and service plan for 2012/15	March 2013
Statement of Investment Principles	Revise following any change in Fund strategy/policies.	On-going
Appointment of Independent Members and Independent Investment Advisor	Manage the appointment process as required	2013
Investments Forum	Organise forum meeting to be held 9 November - Interim valuation	9 November
IAS 19	Liaise with the Fund's actuary in the production of IAS 19 disclosures for employing bodies	As required
Final Accounts	Preparation of Annual Accounts	Annually 2 <sup>nd</sup> quarter