

Appendix 1

INVESTMENTS TEAM WORKPLAN TO JUNE 2016

| Project | Proposed Action | Committee Report |
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| 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 Set out training programme for new members post May 2015 | On-going |
| Review manager performance | Officers to formally meet managers as part of monitoring process See IP workplan for Panel meetings | Ongoing |
| Investment strategy & projects | Projects delegated to Panel for implementation or further investigation further. <ul style="list-style-type: none"> • Review of FX hedging programme • Liability hedging – preliminary work to start in 2H14/15 • Use of tactical ranges and “others” | Start 2Q15 Start 2Q15; Committee report 2Q16 |
| Monitoring of employer covenants | Annual monitoring of changes in employers financial position | On-going |
| Set up actuarial modelling online tool | Set up web based tool following once new actuarial contract in place actuarial | From 2Q15 |
| Review AVC arrangements | Review choice of investment funds offered for members | 3Q15 |
| Review AAF 01/06 & SAS70 reports | Annual review of external providers internal control reports | Annually 3 rd quarter |
| Investment Forum | To discuss funding and investment strategies and issues | Next due 4Q15 |
| Ill health insurance options | Investigate options for insuring ill-health pension costs for smaller employers | Commence 2Q15 |
| Establish Pensions Board | Appointment process Training plan | March - June From July 2015 |
| Document Management System | Create structure for document management system ready for using Council solution or alternative provider | Commence June 2015 (dependent on corporate solution) |
| Develop online form for receipt of contributions | Develop online form for employers to send contribution information (LGPS50 form). Roll out during year with aim of only accepting online forms from 1/4/15. | Project commenced; roll out during 2015/16 |

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| Statement of Investment Principles | Revise following any change in Fund strategy/policies. | On-going |
| IAS 19 | Liaise with the Fund's actuary in the production of IAS 19 disclosures for employing bodies | No report |
| Final Accounts | Preparation of Annual Accounts | Annually 2 nd quarter |
| 2015 Interim Valuation | As at 31 March 2015; preparatory work 2Q15 | Commence 2Q15 Committee workshop 4Q15 |
| 2016 Actuarial Valuation | As at 31 March 2016; review Funding Strategy Statement | Preparatory work starts 2Q16 |