

Bath & North East Somerset Council		
MEETING:	LOCAL PENSION BOARD - AVON PENSION FUND	
MEETING DATE:	19 th May 2016	AGENDA ITEM NUMBER
TITLE:	Work Plan	
WARD:	ALL	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Appendix A – Outline Work Plan		

1 THE ISSUE

- 1.1 The purpose of this report to present the outline of the Work Plan for the Board. Board Members are asked to consider the the plan attached at Appendix A.

2 RECOMMENDATION

That the Board

- 2.1 Notes the report and endorses the work plan outlined in Appendix A.

3 FINANCIAL IMPLICATIONS

- 3.1 There are direct implications related to the Pension Board in connection with this report, however until the Work Plan is finalised these are difficult to estimate.

4 REPORT

- 4.1 In developing a work plan the Board should reflect the need to maintain a balance between building the knowledge and understanding of the LPB Members in its first year and delivery of the statutory obligations of the Board.
- 4.2 In doing so, consideration should be given to the style of the meetings, training/briefing sessions given outside of the formal meeting, the length and frequency of meetings and the cyclical nature of topic areas.
- 4.3 Currently it is proposed that the board should meet formally no more than four times a year with a briefing session either before or as part of the meetings. This will be kept under review as often informal workshop sessions can prove a successful alternative to delivering the objectives of individual topic areas rather than through a formal meeting.

- 4.4 The length of meetings should not be excessive in line with any recognised good practice and in considering this the board should be cognisant of its need to absorb and interpret often large volumes of complex information and continue to perform effectively. Therefore agenda's for each meeting should therefore plan with this context in mind.
- 4.5 Taking the above issues into account Year 1 of the Board should be viewed as developmental, often receiving reports or briefings as overview to help understand their future role on individual topics. Examples of this are today's agenda where several reports were given as background but would not be expected to appear as regular items in the future.
- 4.6 In developing the Work Plan the views of the Board are vital in informing the nature, frequency and cyclical nature of items. An outline of the Work Plan is attached at Appendix 1 and will continue to be worked on and re-presented at each meeting as the year progresses using the comments and feedback of the Board, Officers and other stakeholders such as the Pension Fund Committee to inform its contents.

5 RISK MANAGEMENT

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance and there are no significant or material risks to report.

6 EQUALITIES

- 6.1 A proportionate equalities impact assessment has been undertaken and there are no significant issues to report.

7 CONSULTATION

- 7.1 Report and Issues have been subject to consultation with the S151 Officer and Strategic Director of Resources.

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