Appendix 1

INVESTMENTS TEAM WORKPLAN

Project	Proposed Action	Committee Report
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 Training programme for new members in place Self-Assessment of knowledge and training needs	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 for implementation or further investigation. • Strategic Review implementation • Investment strategy for CB funded bodies	In progress Start 1Q18
Pooling of investments	Participate in Brunel Pension Partnership – development of client side requirements • transition of assets planning (of assets) Review team resource and structure as a result of pooling	On-going From 2Q18 From 2Q18
Interim Valuation 2018	Interim valuation as at 31 March 2018 to prepare FSS and budgeting ahead of 2019 valuation	2Q18
2019 Valuation	Prepare following interim valuation Consider options for further de-risking of investment and funding strategies ahead of valuation	From 3Q18 Start 3Q18
Monitoring of employer covenants	Annual monitoring of changes in employers financial position	On-going
Review AVC arrangements	Review choice of investment funds offered for members	3Q18
Review AAF 01/06 & SAS70 reports	Annual review of external providers internal control reports	Annually
Investment Forum	To discuss funding and investment strategies and issues	4Q18
Pensions Board	Training plan	Ongoing
Document	Create structure for document management	Delayed but

Management System	system ready for using Council solution or alternative provider	expected to be in next supplier update
Investment Strategy Statement	Revise periodically after strategy changes Review options for de-risking ahead of 2019 V	Ongoing
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 by 31 May; annual report by audit