

## Appendix 1

### INVESTMENTS TEAM WORKPLAN TO 31 MARCH 2012

<b>Project</b>	<b>Proposed Action</b>	<b>Committee Report</b>
Member Training	Develop 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	ongoing
Review of investment strategy	Investment Panel to make recommendations to Committee – see Investment Panel workplan for projects	ongoing
Review manager performance	Officers to formally meet managers annually See IP workplan for Panel meetings	2011 dates to be confirmed
FX hedging	Tender mandate & appoint	June 2011
Annual Accounts	Draft accounts to be approved by Committee in June  Final accounts to be approved by Committee in September before formal approval by Corporate Audit Committee in late September	June 2011-02-11  September 2011
Custody Contract	Re tender the custody contract	December 2011
Review AAF 01/06 & SAS70 reports	Annual review of external providers internal control reports	December 2011
Statement of Investment Principles	Revise following any change in Fund strategy/policies. Publish within 6 months of any changes.	ongoing
Budget and Service Plan 2012/15	Preparation of budget and service plan for 2012/15	March 2012
Investments Forum	Organise forum meetings expected to be held in Autumn 2011	
FRS 17	Liaise with the Fund's actuary in the production of FRS 17 disclosures for employing bodies	