

Bath & North East Somerset Council	
MEETING:	AVON PENSION FUND COMMITTEE
MEETING DATE:	10 December 2021
TITLE:	WORK PLANS
WARD:	ALL
AN OPEN PUBLIC ITEM	
<p>List of attachments to this report:</p> <p>Appendix 1 – Committee Work plan</p> <p>Appendix 2 – Investments Panel Work plan</p> <p>Appendix 3 – Training Programme 2019-21</p>	

1 THE ISSUE

- 1.1 Contained in this report are details of a change to the format of Committee reports for noting. From March 2022 certain monitoring reports will only be available on the Modern Gov Library.
- 1.2 The Fund has signed up to the Hymans Robertson's LGPS Online Learning Academy (LOLA) and committee members are asked to undertake training modules from January 2022.
- 1.3 Attached to this report is the work plan for the Committee and a separate one for the Investment Panel which set out provisional agendas for forthcoming meetings. The dates for future Committee and Panel meetings are also included.
- 1.4 The provisional training programme for 2021/22 is included as Appendix 3.

2 RECOMMENDATION

- 2.1 That the committee:
 - a) Notes the changes to the format of future committee reports & introduction of the Modern Gov library from March 2022
 - b) Notes the introduction of the Hymans Robertson's LGPS Online Learning Academy from January 2022.
 - c) Notes the Committee & Investment Panel workplans and training programme for the relevant period.

3 FINANCIAL IMPLICATIONS

- 3.1 There are no financial considerations to consider. The cost of the LGPS Online Learning Academy licences is within the budget already agreed.

4 THE REPORT

4.1 Modern Gov Library

- a) The plan to create capacity & improve efficiency by moving some regular monitoring reports out of the meeting pack to an alternative accessible format was first brought to Committee in the review of governance arrangements in December 2018.
- b) The change to the format of the Committee reports is to reduce the size of the meeting reports pack so that there is more focus on papers where the Committee are required to make decisions.
- c) To facilitate this change the plan is to use the 'Library' within Modern Gov to store some of the monitoring reports. This means that the reports/appendices are still available for Committee members to read but would not be part of the reports pack for the actual meeting. Any issues that need to be brought to the Committee's attention will be included in a paper on the formal agenda pack.
- d) Over the last year a trial with a few committee members has taken place using the library and feedback has been used to improve how reports are displayed and filed within the library.
- e) From March 2022 the following monitoring reports will mainly be available on the Modern Gov library only:
 - (i) Regulatory Update
 - (ii) Investment Performance Monitoring (appendices and supporting detail)
 - (iii) Budget Monitoring
- f) The monitoring reports from the Administration report & the workplans are expected to follow in June 2022.
- g) Each of the monitoring reports will be included in the reports pack as an agenda item once a year and any matters arising can also be discussed at meetings as required.
- h) In order to ensure all members have the correct access to Modern Gov and the library, The APF Communications Team, led by Jason Morel, will contact all members in January 2022 to provide the relevant support & training required.
- i) The use of the library for monitoring reports will be kept under review.

4.2 Hyman's LGPS online Learning Academy (LOLA)

- a) The SAB's Good Governance Review is expected to include additional knowledge and skills requirements for Committee, Pension Board and Officers. Hyman's Robertson have been working with the SAB to develop these requirements and have produced an LGPS Online Learning Academy (LOLA).
- b) The training is split into a number of modules covering the revamped CIPFA Knowledge & Skills Framework and TPR's Code of Practice 14. (The training will be updated to reflect the Single Code of Practice once published). Each module contains up to 6 short presentations of 20 minutes or less.

- c) The training has been designed so that it can be done in bite sized chunks, including supplementary information, such as definitions of common jargon, links to additional learning material and a short quiz at the end of each module.
- d) Included in the modules are sessions on:
 - (i) Introduction to the LGPS
 - (ii) LGPS Governance & Regulators
 - (iii) Administration & Fund Management
 - (iv) Funding & Actuarial Matters
 - (v) Investments
 - (vi) Current Issues – McCloud, Goodwin and Cost Sharing
- e) The Fund has arranged for Hymans to do a short demonstration of LOLA to committee members and officers on 17th December 2021 at 2pm. The session should take approximately 30 minutes. Invites have already been sent to members. The session will be recorded and distributed for those that cannot attend.
- f) Following the demonstration all Committee members will be provided with login details and will be asked to complete the training modules.
- g) A quarterly newsletter will be issued to inform members of the training modules to be completed over the following quarter to support the next meeting agenda.

4.3 Workplans

The purpose of the work plans is to provide members with an indication of their future workload and the associated timetable. In effect they represent an on-going review of the Service Plan. The plans are however subject to change to reflect either a change in priorities or opportunities / issues arising from the markets/regulations.

4.4 Training Programme

The provisional training programme for 2021/22 is also included so that Members are aware of intended training sessions and workshops. This plan will be updated quarterly. Following participation in the National Knowledge Assessment conducted by Hymans Robertson LLP a training plan has been put together based on the recommendations of the assessment, which covers the requirements of the CIPFA Knowledge & Skills Framework.

5 FUTURE MEETING DATES

5.1 Pension Committee meetings as currently scheduled:

2022	2023
25 March	24 March
24 June	23 June
23 September	22 September
16 December	15 December

5.2 Investment panel meetings as currently scheduled:

2022
25 February
27 May
09 September
25 November

6 RISK MANAGEMENT

6.1 Forward planning and training plans form part of the risk management framework

7 EQUALITIES STATEMENT

7.1 A proportionate equalities impact assessment has been carried out using corporate guidelines and no significant issues have been identified.

8 CLIMATE CHANGE

8.1 The Fund is implementing a digital strategy across all its operations and communications with stakeholders to reduce its internal carbon footprint in line with the Council's Climate Strategy. The Fund acknowledges the financial risk to its assets from climate change and is addressing this through its strategic asset allocation to Paris Aligned Global Equities, Sustainable Equities and renewable energy opportunities. The strategy is monitored and reviewed by the Committee.

9 OTHER OPTIONS CONSIDERED

9.1 None

10 CONSULTATION

10.1 The Council's Monitoring Officer and Section 151 Officer have had the opportunity to input to this report and have cleared it for publication.

Contact person	Carolyn Morgan, Governance and Risk Advisor, 01225 395240
Background papers	None
Please contact the report author if you need to access this report in an alternative format	