

<b>Date:</b>	<b>29 November 2016</b>
<b>Classification:</b>	<b>General Release</b>
<b>Title:</b>	<b>Pension Board Forward Plan</b>
<b>Report of:</b>	<b>Steven Mair</b> <i>City Treasurer</i>
<b>Wards Involved:</b>	<b>All</b>
<b>Policy Context:</b>	<b>Effective Control over Council Activities</b>
<b>Financial Summary:</b>	<b>There are no financial implications arising from this report</b>

## 1. Executive Summary

- 1.1 This report presents the forward plan of work for the Pension Board over the coming twelve months and incorporates the forward plan for the Pension Fund Committee.
- 1.2 Representatives of the Board are invited to attend the next Pension Fund Committee meeting to be held on 21<sup>st</sup> March 2017 to agree the areas of work to be distributed between the two separate Bodies.
- 1.3 That following discussions at the last Board meeting, that Board Members use the Pension Board Terms of Reference and the respective Forward Plans to construct a set of Principles that the Board should follow.
- 1.4 This report also proposes dates for the Pension Board meetings for the 2017-18 Municipal year.

## 2. Recommendations

- 2.1 The Board note the contents of this paper.
- 2.2 The Board identifies the areas of upcoming Pension Fund work which should be undertaken by the Pension Board

- 2.3 The Board nominates two representatives to attend the Pension Fund Committee meeting on 21<sup>st</sup> March 2017.
- 2.4 The Board construct a set of underlying Principles to follow taking account the scope of their remit.
- 2.5 The Board agrees the dates for the 2017-18 Pension Board meetings

### **3. Background**

- 3.1 The Forward Plan identifies the expected agenda items for the Board over the next twelve months and is attached as Appendix 1. The Forward Plan for the Pension Committee over the same period is also included for information (Appendix 2) as well as the Board's Terms of Reference (Appendix 3).
- 3.2 That following discussion at the last Board meeting, that the Board use the above three documents to produce a set of Principles to follow.
- 3.3 The Board has been invited by the Chair of the Pension Fund Committee to attend the Committee's next meeting, to determine the areas of work which could be carried out by the Pension Board. This will help develop the Forward Plan for both Bodies over the coming year by ensuring that there is adequate coverage of the governance review work required for the Pension Fund and also avoid the duplication of these tasks being carried out by both the Committee and the Board.
- 3.4 The Board is invited to review the proposed Forward Plan and indicate any amendments.
- 3.5 The Board are also invited to identify any areas of work from the Forward Plans of both the Pension Board and the Pension Committee which could be amended or distributed differently.
- 3.6 It is recommended that the Board nominates two representatives to attend the Pension Fund Committee meeting on Tuesday 21<sup>st</sup> March 2017, to present and discuss the Board's proposals.
- 3.7 The Pension Fund Committee meetings cycle has been approved for the 2017/18 municipal year. To ensure that the Pension Board and Committee meeting dates are appropriately staggered, and to take

account of the Pension Fund resourcing and workload, the following dates are proposed for the 2017/18 Pension Board meetings:

<b>Pension Fund Committee Meeting</b>	<b>Proposed Pension Board Meeting</b>
Thursday 22nd June 2017	10 <sup>th</sup> July or 11 <sup>th</sup> September 2017
Thursday 12th October 2017	13 <sup>th</sup> November 2017
Thursday 7th December 2017	29 <sup>th</sup> January 2018
Thursday 8th March 2018	Early May 2018 (next municipal year)

- 3.8 The Board is invited to agree the dates for the Pension Board meetings for the 2017/18 Municipal year. Subject to meeting room availability, final confirmation of the meeting dates will be delegated to the Chair, in conjunction with the Committee Services Clerk.

**If you have any queries about this Report or wish to inspect any of the Background Papers please contact:**

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**BACKGROUND PAPERS:** None

**APPENDICES:**

Appendix 1 – Pension Board Forward Plan - November 2016

Appendix 2 – Pension Fund Committee Forward Plan – November 2016

Appendix 3 – Pension Board Terms of Reference