

## FREQUENCY OF MEETINGS, WORK PROGRAMME 2017/18 AND PENSION BOARD ANNUAL REPORT

<b>Committee</b>	Pension Board
<b>Officer Reporting</b>	Khalid Ahmed
<b>Papers with report</b>	Nil

### REASON FOR ITEM

This report is to enable the Pension Board to review meeting dates and forward plans. The Board will be asked for suggestions for items to be discussed at future meetings.

### OPTIONS AVAILABLE TO THE BOARD

1. **To discuss and agree frequency of meetings**
2. **To make suggestions for future working practices and/or reviews.**
3. **To consider the format of an annual report on the work of the Board to Pensions Committee.**

### INFORMATION

1. The Pensions Board was set up from 1 January 2015, with the first meeting in July 2016. Now that Board has completed over a full year of meetings, Board is asked to consider their remit and operation and whether there is a need to alter the frequency of meetings. Board would have the option to reduce to either two or three meetings per year. Alternatively they could continue to meet on a quarterly basis. Discussion took place on options at the last Board meeting held on 4 April 2017.
2. Draft dates for future meetings, all to start at 5.00pm

Meetings	Room
<b>4 April 2017</b>	<b>CR3</b>
<b>24 July 2017</b>	<b>CR3</b>
<b>4 October 2017</b>	<b>CR3</b>
<b>9 January 2018</b>	<b>CR3</b>
<b>3 April 2018</b>	<b>CR3</b>

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## PENSION BOARD:2017/18 DRAFT Work Programme

<b>4 April 2017</b>	Communications Strategy - draft Policy - <b>deferred</b>	Dan Kanaris / Ken Chisholm, Corporate Pensions Manager
	Administration Update	Ken Chisholm, Corporate Pensions Manager
	Board Issues Update	Nancy Leroux, Deputy Director - Strategic Finance
	Review of Pension Committee Papers Part II	
	Pension Board Work Programme	Democratic Services Manager

<b>24 July 2017</b>	Communications Strategy - agreed June Pensions Committee	Nancy Leroux, Deputy Director, Strategic Finance
	Draft Governance Strategy	Dan Kanaris / Nancy Leroux, Deputy Director, Strategic Finance
	Verbal update on progress with Training Needs Analysis	Sian Kunert, Chief Accountant
	Review of Pension Committee Papers Part II	
	Pension Board Work Programme & Pension Board Annual Report	Democratic Services Manager

<b>4 October 2017</b>	<i>TBC</i>	
	<i>TBC</i>	
	Review of Pension Committee Papers Part II	
	Pension Board Work Programme	Democratic Services Manager

<b>9 January 2018</b>	<i>TBC</i>	
	<i>TBC</i>	
	Review of Pension Committee Papers Part II	

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PART I – MEMBERS, PUBLIC & PRESS

	Pension Board Work Programme	Democratic Services Manager
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<b>3 April 2018</b>	<i>TBC</i>	
	<i>TBC</i>	
	Review of Pension Committee Papers Part II	
	Pension Board Work Programme	Democratic Services Manager

- Each local Pension Board is required to submit a formal report to Pensions Committee explaining the work it has undertaken. It is recommended that such a report is made annually. Having been in existence for two years, Board should consider making a report back to Pension Committee. A draft for discussion is being written and will be circulated shortly.