

**ITEM No ...11.....**

**REPORT TO: PENSION SUB-COMMITTEE OF THE POLICY & RESOURCES COMMITTEE & PENSION BOARD– 13 DECEMBER 2021**

**REPORT ON: PROPOSED TIMETABLE OF MEETINGS FOR 2022**

**REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

**REPORT NO: 347-2021**

**1 PURPOSE OF REPORT**

This report proposes a suggested programme of meetings of the Pension Sub-Committee & Pension Board in 2022.

**2 RECOMMENDATIONS**

It is recommended that Members of both Sub-Committee and Board examine the dates set out in the timetable in Appendix 1 and agree the proposed programme of meetings.

**3 POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

**4 CONSULTATIONS**

The Chief Executive and Head of Democratic and Legal Services have been consulted in the preparation of this report

**5 BACKGROUND PAPERS**

None

**ROBERT EMMOTT  
EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

**3 DECEMBER 2021**



**PENSION SUB-COMMITTEE & PENSION BOARD**

**TIMETABLE FOR 2022**

<b>Sub-committee date and time</b>	<b>Fund Manager to attend</b>	<b>Quarter / Year under consideration</b>	<b>Schedule of proposed committee reports *</b>
Monday 21 March 2022 at 12pm	Goldman Sachs	31 December 2021	<ul style="list-style-type: none"> <li>- Treasury Management Policy and Strategy</li> <li>- Business Plan</li> <li>- Funding Strategy Statement</li> <li>- Pension Administration Strategy</li> <li>- Statement of Investment Principles Review</li> <li>- Annual Audit Plan 2022/23</li> <li>- Annual Investment Performance Review</li> <li>- Training Plan and Policy</li> <li>- Risk Policy</li> <li>- Procurement Policy</li> <li>- Annual Internal Audit Report 2021/22</li> </ul>
Monday 27 June 2022 at 12pm	Schroders	31 March 2022	<ul style="list-style-type: none"> <li>- Unaudited Annual Report and Accounts</li> <li>- Annual Governance &amp; Governance Compliance Statements</li> <li>- Environmental, Social &amp; Corporate Governance Policy</li> </ul>
Monday 19 September 2022 at 12pm	Baillie Gifford	30 June 2022	<ul style="list-style-type: none"> <li>- Draft Audited Annual Report and Accounts</li> <li>- Annual External Audit Report 2021/22</li> <li>- Annual Treasury Management Activity</li> </ul>
Monday 12 December 2022 at 12pm	Fidelity	30 September 2022	<ul style="list-style-type: none"> <li>- Proposed Timetable of Meetings for 2023</li> <li>- Annual Assessment of Investment Advisory Services</li> <li>- Pension Administration Strategy</li> <li>- Treasury Management Activity 2022/23 (Mid-year Review)</li> </ul>

\* The following standard committee reports will be received quarterly – Quarterly Funding Update, Risk Register, Pension Administration Performance and Investment Performance Summaries. Bi-annual reports will be received for Socially Responsible Investment Activities and Securities Lending.

**NOTE**

Due to circumstances, all meetings are currently being held remotely. Following ease of restrictions, the joint meetings will be held in Committee Room 2 or 3. The Committee Room will be available for half an hour prior to the meetings for the Pension Board to meet, if required.

