

## PROGRAMME OF FUTURE MEETINGS

### Introduction

1. The Committee is invited to consider the approach to future meetings and agree dates for specific meetings which will take place in person.

### Recommendation

2. The Committee is asked to
  - a) note the proposed future meeting dates and
  - b) agree the date for in person meetings for the Pension Fund Committee and Joint Committee and Board training meetings.

### Background

3. At its meeting on 4 June 2021, Committee approved the meeting approach summarised in the table below.

	No of meetings per year	In Person	Virtual
Pension Fund Committee	4	1	3
Investment Sub Committee	4	-	4
Joint Committee and Board Training	3	1	2

4. In reaching this view, Committee the following considerations into account: -
  - The Fund is committed to reducing its carbon footprint. Committee meetings are typically attended by more than twenty people, some of whom travel from other parts of the country which can involve flights or train journeys. More local attendees still need to travel to the venue which inevitably means either travelling by car or train. Avoiding the need to travel reduces the carbon footprint and saves travel costs.
  - In person meetings include a requirement for refreshments which are typically bought in from external companies at a cost to the Fund.
  - The availability of suitable venues is reducing as Councils look to consolidate their building stock as less staff to work in offices full time. To continue with in person meetings, the Fund may need to rent space at non-Council venues.
5. Committee also resolved that no hybrid meetings would take place, i.e., where some Members attend virtually and some attend in person for the same meeting, and to keep the above approach under review and refine as required.



### Programme of future meetings

6. Due to the ongoing uncertainties with Covid rates and social distancing requirements, the decision has been taken to hold all meetings virtually for the remainder of the 2021 calendar year.

7. The table below outlines the proposed dates for meetings in the 2022 calendar year.

	<b>Qtr. 1</b>	<b>Qtr. 2</b>	<b>Qtr. 3</b>	<b>Qtr. 4</b>
Pension Fund Committee	11 Mar	3 Jun	9 Sep	2 Dec
Investment Sub-Committee	11 Feb	20 May	26 Aug	18 Nov
Joint Training	25 Feb	15 Jul	28 Oct	-

8. These dates have been checked to avoid clashes with usual meeting schedules across the four Councils' meeting calendars.

9. Members are invited to consider on which date in the table above they would like to hold the in-person meetings for the Pension Fund Committee and Joint Training sessions in 2022.

10. Once the approach is agreed diary invites for virtual and in person meetings will be distributed.

11. All in-person meeting arrangements will be subject to local or national Covid restrictions in force at the time.

