

Report Title:	Business Planning
Contains Confidential or Exempt Information	No - Part 1
Lead Member:	Councillor Julian Sharpe, Chairman Pension Fund Committee and Advisory Panel
Meeting and Date:	Pension Fund Committee and Advisory Panel – 7 March 2022
Responsible Officer(s):	Damien Pantling, Head of Pension Fund
Wards affected:	None

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REPORT SUMMARY

The Pension Fund's 2022/23 Business Plan (which includes the 2022/23 budget) and 2022/23 Committee Workplan can be found at Appendix 1 and 2 to this report.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That the Pension Fund Committee note the report;

- i) **Considers, notes and approves the 2022/23 Business Plan (including 2022/23 controllable budget);**
- ii) **Considers, notes and approves the 2022/23 Committee Workplan and;**
- iii) **Delegates authority to the Head of Pension Fund (budget holder) to approve expenditure up to the approved budget – with the further requirement to seek committee approval for expenditure in excess of the budget.**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 Publication of the Pension Fund Business Plan and Medium Term Strategy demonstrates that the Fund is properly governed, managed and that appropriate controls are in place.
- 2.2 Key initiatives and targets are outlined for 2022/23 along with results against the key initiatives and targets for 2021/22 agreed by the Pension Fund Committee in March 2021.
- 2.3 In addition to the standard business plan (1 year) and medium term plan (next 4 years), officers propose providing the committee with a cash-flow projection and budget for 2022/23. The purpose is to outline any liquidity concerns so they can be actioned appropriately, and it is in line with best practice to agree in advance a controllable budget delegated to the budget holder.

- 2.4 A key recommendation set out in this report is that the 2022/23 controllable budget is approved, and any anticipated overspend against said budget shall be brought back to committee for explanation and approval.
- 2.5 The committee are asked to note that officers are only providing a one-year budget and cash-flow forecast whilst awaiting the results of the triennial valuation. Once concluded, a medium-term cash-flow outlook shall be provided, with an up to date employer contribution forecasts as well as actuarially reviewed pensions payable forecast.
- 2.6 Line-by-line budget detail is not provided in this report as it is intended to provide a strategic overview, plus providing a detailed breakdown in the public domain incurs risk of negative influence to the upcoming procurement processes.

3. KEY IMPLICATIONS

- 3.1 The Business Plan and Medium Term Strategy defines desired key initiatives and targets by objective and officers will report achievement against these objectives at each annual review of the business plan.

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 Increased transparency on controllable budgets and increased officer accountability to the Pension Fund Committee is in line with good governance and best practice. This process mitigates the risk of unapproved overspend and encourages proper budget management and stewardship

5. LEGAL IMPLICATIONS

- 5.1

6. RISK MANAGEMENT

- 6.1 The risk of poor, little or no budget management is mitigated through advanced approval of a controllable budget that is delegated as appropriate to the budget holder

7. POTENTIAL IMPACTS

- 7.1 Failure to comply with Pension legislation could result in the Administering Authority being reported to the Pensions Regulator where failure is deemed to be of a material significance.
- 7.2 Equalities: Equality Impact Assessments are published on the [council's website](#): N/A
- 7.3 Climate change/sustainability: N/A
- 7.4 Data Protection/GDPR. N/A

8. CONSULTATION

8.1 N/A

9. TIMETABLE FOR IMPLEMENTATION

9.1 From 7 March 2022

10. APPENDICES

10.1 This report is supported by 1 Appendix:

- Appendix 1 – 2022/23 Business Plan
- Appendix 2 – 2022/23 Committee Workplan

11. BACKGROUND DOCUMENTS

11.1 This report is supported by 0 background documents:

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory:</i>		<i>Statutory Officers (or deputy)</i>	
Adele Taylor	Executive Director of Resources/S151 Officer		
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer		
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)		
Elaine Browne	Head of Law (Deputy Monitoring Officer)		
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)		
<i>Other consultees:</i>			
Cllr Julian Sharpe	Chairman – Berkshire Pension Fund Committee		

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Pension Fund Committee decision	Yes/No	Yes/No

Report Author: Damien Pantling, Head of Pension Fund