

PENSION COMMITTEE WORK PROGRAMME 2023/24

Timescale	Funding	Investment	Governance	Administration & Communication	Training Items #
Standing items		<ul style="list-style-type: none"> Investment Monitoring (inc. CAS update) LCIV/Pooling Update 	<ul style="list-style-type: none"> Work programme 	<ul style="list-style-type: none"> Administration Update 	
2023/24					
Q4 2023/24 (March)	<ul style="list-style-type: none"> Cashflow forecast 	<ul style="list-style-type: none"> Investment Manager Review (Baillie Gifford) Principles of Responsible Investment TCFD report 2023 	<ul style="list-style-type: none"> Investment Consultant Strategic Objectives Actuarial Tender Review Risk Register Government consultation response 		
2024/25					
Q1 2024/25 (June)		<ul style="list-style-type: none"> Responsible Investment Policy Review* 	<ul style="list-style-type: none"> tPR General Code Policies review 		<ul style="list-style-type: none"> Responsible investment/climate action (in house)
Q2 2024/25 (September)	<ul style="list-style-type: none"> Cashflow forecast 		<ul style="list-style-type: none"> Risk Register 	<ul style="list-style-type: none"> Updates to member communication letters (if required) 	<ul style="list-style-type: none"> Pooling (LCIV)
Q3 2024/25 (December)			<ul style="list-style-type: none"> Pension Fund Annual Report 2023/24 		
Q4 2024/25 (tbc)	<ul style="list-style-type: none"> Cashflow forecast 		<ul style="list-style-type: none"> Risk Register 	<ul style="list-style-type: none"> Updates to member communication letters (if required) 	

In addition to training provided either in house or by third party organisations, all Members will be expected to register for tPR online training and complete the modules in respect of **public sector pension schemes** within 12 months of joining the Committee

*Responsible investment activities are undertaken in conjunction with Investment Committee.

Notes

Pensions Administration Strategy to be reviewed every 2 years. Next review: February 2025.

Future Triennial Review to be taken at same time as Investment Strategy review (2025).

Cashflow forecast and Risk Register are reviewed every 6 months.